

THE
Young Secretary's Guide :
Jacob Q R, A *Cushing*
Speedy Help to Learning.

Jacob In Two Parts, *Cushing*

- I. Containing the True Method of *Writing Letters* upon any Subject ; whether concerning Business or otherwise : Fitted to all Capacities, in the most smooth and obliging Style ; with about 200 Examples never before published. *As* also Instructions how properly to *Entitle, Subscribe, or Direct a Letter* to any Person of what Quality soever. Together with full Directions for *True Pointing* ; and many other notable Things.
- II. Containing an Exact Collection of *Acquittances, Bills, Bonds, Wills, Indentures, Deeds of Gift, Letters of Attorney, Assignments, Releases, Warrants of Attorney, Bills of Sale, Counter Securities*, with Notes of Directions, relating to what is most difficult to be understood in the most legal sense, form, and manner : To which are added the *Names of Men and Women, Cities, Counties, Sums of Money, Days, Months, Years of Date, Trade, &c.* in *Latin*, as they ought to be placed in any *Latin Obligation* : With an *Interest Table* to know the Interest due upon any Summ of Money, &c.

The Fifth Edition.

By *J. Hill.*

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The Epistle TO THE READER.

Kind Reader,

HAVING well weighed, and considered that a Book of this Nature might not only further the Younger Sort of either Sex, in many things highly necessary to be known by them; but indifferently administer something worthy of notice and regard to those of Elder Years; I verily concluded it worth my Labour, to enter upon a Treatise that may prove a general Good, and have used such Diligence to accomplish it, that I hope it will answer the Ends for which it was written, and prove in some kind serviceable even to the Learned, who may, without any prejudice to their Knowledge and Understanding of higher Matters, gather from the sundry choice Flowers scattered in this Garden of profitable Recreation, some Honey of Improvement to add to their larger Store. However, I dare presage it will stand those in much stead who want those large Endowments, when in so many cases, relating to Business and important Affairs, they may

find forms To the Reader *Precedents*

find Forms and Precedents ready drawn up to their Hands, and save themselves the Charge, if not (as in Country Towns and Villages it often happens) the tedious fruitless search of a Secretary or Scrivener, that is thorough-pac'd, as some term it, or well vers'd in these Matters: For, give me leave to be confident, without the Imputation of Boasting, that few are to be found abroad, especially in Times of Emergency, that are so accomplish'd, but that sometimes, through over-hastiness in Dispatch, they are apt to mistake, in Manner, Form, or Substance, especially in what relates to the Second Part of this Book; nor is it all times convenient to make so great a Discovery of Affairs, that may by this means be kept more Private. But not longer to detain you with a Preface, I submit what I have written to the Censure of the Judicious, and am,

Reader,

Your very humble Servant,

To oblige you, in what I may,

J. Hill.

To

To his worthy Friend, J. H. upon the perusal
of his Book, Entitled, The Young Se-
cretary's Guide.

S I R,

HAVING view'd your Book, I plainly find
You've labour'd much to benefit Mankind,
In laying down so many Precedents,
Of various Use, and different Contents;
Such as th' Unlearned highly ought to prize;
Such as the Learned ought not to despise;
For from't to either may Advantage rise.
Here he who knows not how to move his Quill
In pleasing Strains, may chuse out what he will:
Fitted to all Affairs he here may see
What thought can form or he cou'd wish to be.
The Scholar may learn curiously t' Indite
The Tradesman to his Correspondent Write;
And the plain Country-man his Sense Recite.
To all Degrees you have your Style Address'd,
As if the Words of all you had Express'd, (Breast,
As they themselves had form'd them in their
The mighty Hinge of Business you have mov'd,
In such a manner as must be approv'd,
You'll be encourag'd, though pale Envy load
The rising Palm with black Ingratitude:
Though those for whom it mainly was design'd
Cavil at Faults perhaps, they cannot find;
Or they to whom it may give some Offence
In lighting those they'd keep in Ignorance
Should Tax it with deficiency of Sense:
Nay, should Detractors their worst Spleen engage,
Ridicule it, or all their Stock of Rage
(To blast it in its Infancy.) let loose,
They cannot Damn a Book of so much use:
No; it shall live to after times, and see
Many good days; take that, Dear Friend, from me.

Ben

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T H E

THE Introduction :

OR,
Exceeding Useful DIRECTIONS
for the better understanding the Con-
tents of the Book, &c.

CH A P. I.

WE plainly find the Art of Writing in all Ages, has prov'd a more than common Benefit to Mankind, in Relation to his present Occasions, and the bettering his Understanding, by giving him an insight into Things (perhaps of the greatest Concernment imaginable) which would otherways undoubtedly have escaped his Knowledge; for consequently without it, or a continuation of Divine Inspiration, not only the Civil, but Sacred Transactions of former Times must have set in Oblivion. As this Art, I say, has been advantageous so many ways, beyond the Expression even of Man himself, in whom it has all along rais'd such wonder and admiration, so more immediately does it shew its Serviceableness in the negotiating and managing important Affairs throughout the Habitable World, especially in all civiliz'd Nations, where Traffick, Trade, or Commerce, relating to the

the Profit, Pleasure, or Well-being of human Societies, take place, or where the necessity of conversing with one another, though at the greatest distance imaginable, is requisite and commendable. And since this is done to the general satisfaction of Empires, Kingdoms, Estates and Provinces, by Letters, whose Influences effectually create the same Effects, and right Understanding, as if the Sender or Writer were present ; and are agreed upon by all Hands, to be the maintainers of Love, Amity, Correspondency, and what else in the like nature is to be imagin'd or fram'd within the compass of a Reasonable Capacity ; I have thought it highly necessary, not only to give Instructions to those who are not fully qualified in this kind, how readily to understand the sundry measures taken in Inditing Letters, according to the Terms properly given them by the Learned, but likewise a Prospect of above an Hundred useful Letters written on sundry and various Occasions, adapted to the Affairs, Capacities, and whatsoever of that kind relates to either Sex, smooth and easie to be understood ; yet in a Style and Dialect most New, and Modish, in a most accomplished manner, with the most Accurate Spelling, and Elegant Phrases, Distances, Familiarities ; Condescentions or Humiliations, according as the Letters refers to Superiours, Equals or Inferiours, with Titles Superscriptive and Subscriptive, relating to the same end and purpose ; even all Fancy or Imagination can form, that may add Lustre to things of this nature : But to come nearer to my purpose.

In the first place, Those that would arrive at the ready perfection of Inditing Letters, must especially have regard to the Matter and Form : As for the Former of these, it is that which occasions your Writing, being usually call'd the Substance of the Letter, and refers to Business, Com-
ple-

plements, or the like, and is therefore variable : Nor is the Form any other than the well couching and due placing your Sentences, Phrases, or Words, that they may fall in a Method suitable to the Capacity of the Party you write to, or the Business that occasions your writing ; for if you write to the Learned, you must raise your Style, yet by all means avoid Affectation in Words, or Extravagancy in Rhetorical Expressions, which sometimes being duly weigh'd, prove either Nonsense in themselves, or incoherent with the rest of your Epistle : but if you write to the Unlearned, or those of mean Capacities, then must your Style be plain and easie to be understood, least your meaning, not being well known, you fail in your Expectation : Ever considering that fair Writing, without blots or unseemly dashes, is best acceptable, as giving an Invitation to the Eye, and Delight to the Mind of the Reader ; nor must your Points, of which I shall speak hereafter, be omitted.

In the second place, it is to be considered, that Letters, if we take them in Reference to what they may contain, are, as to their Matters, as I have hinted, so various, and so many, that I shall refer you, for plainer demonstration, to the following Chapter, and so put a period to this Introduction, which was chiefly inserted to give an insight into what I offer more material ; as the sequel will apparently manifest.

C H A P. II.

Useful Instructions altogether necessary to be observed by those who undertake to Pen or Indite Letters, after the best and exactest Manner and Method, grounded upon a large Treatise of Letters of Business, &c. Letters of Advice, Letters of Recommendation, Letters of Command, Letters of Exhortation, Letters of Congratulation, Letters of Remonstrance, Letters of Intreaty, Letters of Counsel, Letters of Complaint, Letters of Reproof, Letters of Excuse, Letters of Congratulation, and Consolation, Letters of Thanks and Visit, Letters of Assistance, Letters of Merriment, mixed Letters and Answers, &c. With many other things of the like nature.

AS I said, Letters, by reason of their different Ends and Designs, not being altogether to be reduced to one common or constant Standard, I shall in the best wise endeavour to satisfy the Reader how, and in what manner they vary, and chiefly under these Heads or Denominations.

I. Letters of *Business* are numerous, as being the Trustees of all the Trading part of Mankind, and the silent Messengers of their Affairs; nor are they less useful in matters of State, as having reference to War and Peace: With many other Things of high concern and moment.

II. Subsequent to these, I may place those which we call Letters of *Advice*, which we commonly understand by such as are sent to Friends or Correspondents to give them notice of their own Affairs, or the Affairs of others, whereip they are concerned, or of which we think they are desirous to be informed. Of which sort also are those of an Indulgent Parent to his Children, as to the good
Go

Government of their Lives, and well Managing of their Affairs, &c. And indeed, these kind of Letters want little flourish or preamble to set them off; for the matter contained therein ought to be no more than the plain sence of the Fact, and are often sent by one Friend to another without being required, in case of any Casualty or Mischance by Water, Sicknes, Fire, or the like, when the Party is absent from his Dwelling or Estate; and are indeed much used amongst Merchants, to give their Factors, or Correspondents in other Countries, an Account of the Prices of Goods, Customs, and Exchanges that thereby they may regulate their Affairs accordingly.

III. Letters of *Recommendation*, or Letters *Recommendatory*, are those that one Friend sends to another, to prefer any Person or Business; and therein he insinuates the Honesty, or Ability of the Person, and the Employments he is capable of undertaking, and the Reason why he recommends him, acknowledging what is done to the Party as done to himself. And thus Princes do to their Embassadors, or Ministers of State, when they give them Letters Credential, or of Recommendations. But if a Business be recommended to the Care of a Friend, then there needs no mention to be made of the Messenger that brings the Letter. And so in other Cases.

IV. A Letter *Mandatory*, or *Commanding*, is chiefly from a Prince to his Subject, a Master to a Servant, or a Father to his Children, and therein must be expressed the Command that is enjoined, and to which Obedience is required, without any Complementary Prologue. And this may be done frequently (especially if the Case require it not) without any Reason why those Commands are laid; because it is presumed, the Party, to whom the Letter is sent, is obliged to obey those Commands and ought not to dispute them.

6 Rules to be observ'd in Writing Letters.

V. A Letter *Exhortatory*, is intended to give good Advice or Exhortation, tending to Vertue or a good Life; or to exhort the Party to whom it is sent, to refrain from lewd Company, or any dangerous Undertaking, whether relating to evil Purposes, discommodious Bargains, rash Attempts in Quarrels, War, or other Matters of the like nature. And this may be given by any Person, who tenders the Welfare of the Party, whether there be any Obligation incumbent on him so to do, or not. Or it may be (if no Malice lie hid under specious Pretences) in case a young Gentlewoman or any of the Female Sex, be unadvisedly, through Love, or too much Credulity about to cast her self away, by engaging in an unequal, or an unhappy Marriage. And in this Case too it must be considered as to the Style, in respect to Distance or Familiarity, according to the Equality, or Inequality of the Person to whom the Letter is directed, &c. as hereafter I shall give Directions.

VI. Consonant to these, are Letters of *Remonstrance*, wherein we endeavour to shew the Person offending, the Fault he or she has committed; as also, in what they have offended: and in this case, the better to convince the Offender, it will be convenient, in mild Terms, to lay down and specify the Offence so, that not raising in the Party, by a rough Reprovement, so much of Anger, as may drownd or overwhelm his reasonable Consideration, in duly weighing the Truth of just Reprehension, he may be brought to confess his Ingratitude, and Defect in betraying his Trust, or not performing his Part, answerable to the Rules of Honesty, Civility, or moral Vertue, &c.

VII. Now there are Letters somewhat different from those I have mentioned, which are properly called Letters of *Entreaty*; and the Intent of these is

is to request some more than ordinary Favour from a Friend, Parent, or Superiour, and ought not much to differ; though they may be compiled in a more familiar Style, from a Petition, or Letters Petitory, and yet may indeed be directed, as well on the behalf of your Friend as your self, in requesting any thing that is Honest, or reasonable, but must be penn'd in plain and obliging Language; and though in an humble Strain, yet not forgetting to extol the Bounty, good Nature, and Commiseration of the Party to whom you write; and moreover to urge the necessity of your Request, and the Advantage you, or your Friend are, in all probability, like to gain by it, if granted, &c.

VIII. Letters of *Council*, (which indeed are in effect the same with those of *Advice*;) are either given by way of Advice to such as desire them, or sent to those that have not required them. As thus, The first may be from a Lawyer to his Client, in case of Important Matters, or Controversies, &c. Or from a Divine to any one that is troubled in Mind, by reason of any scruple or doubt of Conscience, &c. And so in many the like Cases: And the second may be sent from a Father to his Son, or Daughter, to encourage them in, or dissuade them from such and such Undertakings, and may in the like case be very suitable from one Friend to another. But then it is requisite before you proceed to give your Advice, that you make an Apology to excuse your Insufficiency, for your undertaking to give Counsel undesired; yet wishing that what you perswade being strengthened with Reasons drawn from Experience and sound Judgment, may prove successful and advantageous, if allow'd and follow'd; or that otherways you may obtain a pardon for your Insufficiency or Presumption.

IX. Letters of *Complaint*, are usually such as are sent to any that has offended us, and yet we are

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willing to forgive, if the Party offending will acknowledge the Offence, as when I come to Examples of this kind, I shall plainly demonstrate: Or they may be sent to a Third Person, as to a Father to complain of his Son; or to a Master, to complain of the Injuries his Servant has done. But in all these, modesty and moderation must be used, by which means you will sooner mollifie the Offender, and gain Satisfaction: But if he after this, persist in his Obstinacy then you may justly send a Letter of Reproof, if not altogether break Friendship with him, seeking by other means your Satisfaction, if any great Injury or Outrage be done you; but not before you have by all fair ways requested, and demanded Redress from the Party himself, or from those in whose Jurisdiction he is, &c.

X. A Letter *Reprobatory* or of *Reproof*, ought to be directed to one, who has carried himself ungratefully towards you; notwithstanding your Diligence and Industry to serve and pleasure him as his Occasions required: And in this Case you may with gentle Words first begin your Letter; as, *Sir, I wonder you should so forget your self, as to sully your Reputation with Ingratitude, the very Blackest of Crimes! or so as to injure him who makes it his Study to deserve better at your Hands. Surely, if you can but call to remembrance your protestations of Sacred and inviolable Friendship, and the many Obligations I have laid upon you, together with the Zeal with which I still strive to convert you to a better understanding of your self, and the worth of a good Man, you will assume your fading Vertue, and give me cause, by a publick Acknowledgment of your defect in this kind, to think it proceeded rather from an unwilling oversight, than from any voluntary moroseness, or depravity in Affection towards your Friend, &c.*

XI. Letters *Excusatory*, or of *Excuse*, are such as are sent to excuse a Fault, Defect, Neglect, or false

false Accusation, and are generally written in Answer to some Letter or Charge, wherein the Writer must either acknowledge the Fault, and confess himself sorrowful, laying the stress of the Commission of it, either upon his Imbecility, natural Weakness and Depravity, or on some Over-sight, &c. or denying it, must insinuate the misunderstanding, that created the Accusation through false Reports, or the like; and that he hoped well, that Credit would not have been so lightly given to Malicious and Scandalous Persons, whose main Design it is to create Divisions, and separate Friends, by undermining their Friendship; but still hopes, when Time shall bring forth her Off-spring Truth, to light, those Calumnies will vanish, and those who gave them birth, be obliged to confess, they proceeded from an evil Will, to which Honesty and Truth are altogether strangers, &c.

XII. Letters of *Congratulation*, are such wherein we express our Joy for the Welfare and happy Success of our Friends and Relations, in what manner, kind, or station soever it befalls them; whether in access to an Estate, improvement in Trade, or Adventures, happy Marriage, Birth of Children, Recovery from Sickness, Escape from any imminent Danger, Advancement to Place, Office or Dignity, and the like; and in this Case we must express a more than common Joy at the Prosperity of our Friends: As thus, Dear Sir, (or, Sweet Madam, if to a Woman) *The Welcome News of your good Luck, or Advancement, had no sooner reach'd my Ears, but my Heart was fill'd with Joy, expressing the real Satisfaction it conceived thereat, to a degree that could not be surpassed, had my own Lot fallen in so fair a Land; for let me tell you, where true Friendship abounds, it so firmly unites the Souls of Men in the Bands of Reciprocal Amity, that whatever the one possesses in reality, the other no less participates in Imagination and*

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10 *Rules to be observ'd in Writing Letters.*

real content; and the Honour done to the one, redounds to the other, &c. Having utter'd these or the like Expressions, it will be highly convenient to speak something in commendation of what principally occasions your writing, commenting upon it as it will bear, according to the greatness or smallness of its Property or Perfection, &c.

XIII. On the other hand, Letters of *Consolation*, or *Comfort*, are written to Persons in Distress, to raise and revive their drooping Spirits, with wholesome Counsel and Advice, when any Calamity (as grievous Sickness, loss of Friends, Estate, or the like) befalls them. And then the greatness or smallness of the Loss, or Affliction, ought to be considered, and the Words suited accordingly; for if the Loss be great, we must insinuate, that we, being touch'd with so great Calamity, cannot but participate with our Friend therein, by condoling his Misfortune; and as we shared in Joy, so we can do no less in Sorrow; that so the mighty Stream being divided into sundry Channels, may flow more moderately. For as true Friends ought to participate in Joy, so in Sorrow ought they to be equal Partners. But if the Cause of Grief be not great, you must by Arguments and Reasons strive to divert it, by laying before him or her to whom you write, the ill conveniency of that Grief, which, by its immoderate flowing, gaining ground, must consequently weaken Nature, and impair the Health. And further, that it demonstrates Weakness of Judgment, and more of Courage, to let the Spirits sink so low. And in conclusion, admonish your Friend to recollect himself, putting him in mind of some such Sentence as this, viz. *That no sorrow is available but sorrow for sin; forasmuch as any other impairs the natural Health of the Body, and depresses the Mind. But sorrow for sin, though it impairs the Body, feeds the Soul with hopes of everlasting Life, &c.*

XIV. Let-

XIV. Letters of *Thanks*, are such as are sent to some Friend for a Kindness receiv'd, which must, after some short Complements, be expressed in the most obliging manner; the Expressions always suited to the Quality of the Person, and Value of the Favour received, alledging how seasonably it fell out, acknowledging both the Value of the Favour, and the Worth of him that vouchsafed it; promising that it shall no sooner be in your power, but you will with all diligence retaliate it, and till then will never suffer the Thoughts of it to slip out of your Mind; which will be a means farther to endear the Party to your Interest. You may likewise, if you see occasion, use these or such like Expressions; viz. *Sir, Since it hath pleased you, more out of your own Inclination to do good, than any thing that my Deserts dare so much as pretend to, to confer this Favour on me; what shall I say, but that the Obligation you have laid on me is so great, that Thanks is but a poor return: Wherefore, in some measure to requite your Kindness, my Endeavours must be turned to your service, in all that may possibly render you Pleasure and Profit; and not only you, but all whom your good Nature lists amongst the number of your Friends, that so I may at least imagine I pay you the interest of your Kindness, though I acknowledge my self altogether unable to return you the Principal, &c.*

XV. A Letter of *Visit*, commonly so called, is to no other purpose, than to excuse our Absence, as having been detained through Business, Sickness, extremity of Weather, cross Winds, or the like. And then to express some sense of Sorrow for absenting our selves so long, or not having had the opportunity of paying a Visit in Person, (that our good meeting might not be misconstrued) we sent a Letter, as a true Messenger of our entire Affections, desiring at any rate to have an Answer; and that on our part we will be no ways forgetful of writing, till

12. Rules to be observ'd in Writing Letters.

Heaven will favour us with a Season to express our Gratitude by Word of Mouth, which above all things we desire to do, that so we may communicate such things as a Letter, by reason of the many Casualties that may happen, is not worthy to be trusted withal; and that, till then, our Recreations seem to us but as dull and drowsie Phantoms, how pleasant soever they may appear to others, and the Wheels of Time seem scarce to move, each Day seeming a Month, and each Month a Year. And so you may go on in other the like Expressions; Examples of which, I shall hereafter lay down.

XVI. Letters of Proffer'd Assistance are properly sent to such Friends as we are conscious stand in need of our Help, yet are either asham'd to require it, or doubt whether they shall be successful if they should; so that to coven or prevent the one of these, and fully resolve him in the other, you may in your Letter declare, *How much you find your self Afflicted at his Adversity and Want, yet cannot but inwardly rejoyce, that it lies in your Power to Relieve and support him; and that though he may have Friends of larger Ability, yet none shall be readier than your self to expose your Person and Fortune, in the Recovery of his Welfare; and that he shall see you a true Friend, and not like some, who, imitating the Swallow in the Summer of Prosperity, sing to his good Fortune, and chaunt forth their flattering Praise; but when the Winter of Adversity comss, take wing to seek a warmer Sun.* And so you may proceed to entreat him, That he would instruct you wherein you may serve him; and then, by your diligence, and speedy compliance, he may judge of your Zeal and good Wishes towards him, &c.

XVII. Letters of Merriment, Jocularity, or Railery, are diverse, and frequently suitable to the Humour of the Party that writes them; or his that is to receive them, and sometimes to both, which gives

me no certain ground for any set Form: yet this by the way; It is very unseemly to send any such to Persons with whom you are not familiar, or of whose good liking you stand in doubt, lest what you imagine may please them, be taken by them for an Affront, and you, by that means, fall under their Displeasure. You must also, if you would be counted Vertuous, avoid Obscenity, and too much imposing of unseemly or unseasonable Jokes, even upon your Friends, lest thereby you forfeit their Friendship: To prevent which, and the like Inconveniency, I shall in the sequle insert divers Letters, by which others may be model'd, suitable to any occasion of this kind.

XVIII. There are Letters, which are generally call'd *Mixed Letters*, and they are such as contain things of different Subjects, as many things at once, depending both upon Love and Business, and are generally suited to the Humour of the Writer. Wherefore, having given the best Directions to enable any Person to compile, or indite the most useful and material, I doubt not, but by observing them, an easie Capacity may be enabled to begin and end a Letter mixed with any Coherent, or Incoherent Matter, ever observing to make a Break, or Section, at the end and beginning of the different Subjects, putting them by themselves, as it were in Paragraphs; or, if the different part requires not many Lines, it may be under-written, by way of Postscript, &c.

XIX. As for *Answers* to Letter, they are such as are grounded upon precedent Letters, and must be ordinarily writ in Answer to what is proposed or required therein. If it be in case of Business, or any urgent Affair, every material thing requires a punctual Answer; but in case of Love, and things of little moment, *Answers* in general may serve, as will appear at large hereafter.

Choice LETTERS

ON

Sundry Occasions.

After the Newest and most Modish way of Compiling or Inditing, exceeding Pleasant and Profitable; and may serve as Instructions or Examples for all Young Gentlemen and Women: As likewise all others, to bring them to the ready way of Writing Letters well, and with Commendation.

HAVING given Directions for the better understanding the Nature and Matter of Letters, I shall now proceed to the Letters themselves; and in them observe a true Method, with as much brevity as they will reasonably bear; and after that, speak more plainly of other Matters necessary to be known in this case; as suitable Super and Sub-scriptions, Titles of Honour, and civil Respect due to Persons of all Qualities, with Directions for Folding and Making up Letters; with many other things both pleasant and profitable. And now, seeing the younger sort, of either Sex, for their better Accomplishment in Learning and Civility, stand most in need of Instructions, ready to compile and frame Letters, that may redound to their Credit, I shall begin this useful Treasury of choice Examples, with what may best suit their Capacities and Affairs; and
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so by degrees rise to Matter of such Moment, as may be of universal Concernment, not to be rejected even by those who pretend the greatest Skill this way.

A Letter of Entreaty from a Son to a Father.

Ever honoured Father,

I Send this Letter as an humble Suiter on my behalf (though I must confess, no Merit in me, did not your tender Affections plead my Cause, could ever have deserv'd the least part of what I have already receiv'd) to entreat you to procure me those necessary Cloaths and Books, of which (being in need thereof), I gave you an account the last time I had the happiness to lay my self at your Feet, and offer you my Tribute of Duty and Thankfulness; which indeed is all the poor return my tender Years are as yet capable to make, for the many Favours of Love that you have from time to time heaped upon me: And, honoured Sir, if this my request may move you to fulfil it, I would farther entreat you to let me have them by the first opportunity of sending, that they may the sooner redound to my Credit, and to my Advancement in Learning. But however, submitting to your Discretion, in this and all other things, I shall rest satisfy'd, and subscribe my self, as in Duty I am bound,

Your most Obedient Son,

J. S.

Another.

Honoured Sir,

As a Beggar, who having often received Alms, is yet embolden'd by necessity to intrude upon the Charity and good Nature of the Hospitable Donor; so I, by my urgent occasions, am inforced to

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this importunity, though I must own with Blushes, could I by any means have avoided it, by furnishing my self another way, had willingly declined it; but being in a strange place, destitute of Employment, and my Money failing, I could think of no other way for my present Relief and Support, than once more to trespass upon your good Nature. Sir, a small matter will suffice: But herein, and in whatsoever else it is proper to submit to the determination of a Father, I rest at your good Pleasure; and with the most grateful acknowledgement and thankful sense of what I have already received, continue to be,

Sir,

Yours in all Obedience and Respect,

G. C.

Another of Entreaty from a Daughter.

S I R,

MY long absence from you and my dear Mother, has not been a little tedious to me, though I have not been wanting to comfort my self, as much as the discretion of my tender Years will allow, with your frequent communication of your Health and Welfare, by way of Letters or otherwise: for the continuance of which, I am not forgetful to offer up my Vows and Prayers to him, who is only able to continue them; yet being separated from you almost in my Infancy, I cannot but fancy that returning to you again, would raise in me a greater Joy, though indeed, where I am, I want for nothing that is fitting and seemly, nor am I insensible that it is for my good you send me abroad; especially that by Learning I may, as I grow in years, grow likewise in understanding. But however, Sir, I hope it would not much prejudice me, if you would be pleased to grant me leave to come home for a time, in which time I should not yet neglect to make a further Progress in what I am so well initiated. But, knowing it my Duty not to dispute

dispute your good Pleasure, I shall no further insist upon it, but rather, if I have offended, beg your Pardon for what I have written, and remain to be disposed of on all Accounts, as you in your wisdom shall think convenient,

Your most Dutiful Daughter,

E. G.

A Letter of Entreaty to continue abroad.

Dear Sir,

I Have received your Letter, wherein I find you have laid your Commands upon me to return home; and though it is not for me to dispute them; yet, with submission, suffer me humbly to assure you, I am so sensible of the advantage I have gained since I have been abroad, both in Learning and other Qualifications, that I cannot but imagine, were you made sensible, not only of what I have already gained, but what I may further acquire by a longer continuance, you would rather bear with my Absence, than any ways be desirous to put a stop to so advantageous a Progress: Wherefore let me entreat you, Sir, not to be offended, if I crave leave to stay where I am, only so long as to receive a second Letter from you, in which, whatever your Pleasure shall be, without any further delay, my ready Obedience shall speak how much I honour so good a Father: And so hoping you will condescend to grant this one Request, I subscribe my self,

Your Obedient Son, whilst I am,

B. E.

A Letter of Thanks for a Kindness received.

Most Bountiful Sir,

How can I without Blushes, make you so poor a Return as Thanks for the many and weighty Obligations you have laid upon me? yet, though I be wanting in making an Acknowledgement of

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your

your Kindness, not only You, but all Mankind might justly tax me with Ingratitude, from the Imputation of which, above all other Crimes, I desire to be most free. I must entreat you therefore, to suffer this my slender Offering to approach you, and in some measure insinuate it self into your good Opinion, till such time as my Abilities may speak louder, what my Desires with willingness are framing; and so, Sir, with all imaginable Respect begging to be excused for my no better performance, I must, till a more seasonable Opportunity of Requital offers it self, lie under the weight of your Favours, and subscribe my self,

Your most thankful and obliged Servant,

J. R.

Another.

S I R,

Your Goodness binds me to you in all Thankfulness and Respect, more firmly than the strongest Chains can: Nor do I render you this Duty, for what your liberal Bounty has shewred upon me, seeing that might rather charm me into silence, as being altogether incapable to make any suitable Returns, but to let you indeed know I am not forgetful of them; and will rather lose my life, than suffer the remembrance of them to pass out of my Mind; for although, to lessen the Sorrow I conceive at my not being qualified to serve you, I flatter myself that you were first satisfied in doing what I do, yet I find the power of your obliging Nature work so forcibly upon my Mind, that I am constrained to beseech you, notwithstanding, to give me liberty to importune you to lay your Commands upon me, that at least, by the innocency of my Obsequence, you may judge my Zeal to serve you; and I may conceit I do you some Pleasure, when it is not worth, perhaps, your notice,

me, as being ambitious always to subscribe my
self, Sir,

Your most humble and faithful Servant,

W. G.

A Letter returning Thanks to a Mother.

Loving Mother,

I Have received the things you expressed in your Letter, and find my self highly bound in general and particular Obligations, to return my hearty Thanks, and express the true sense I always have of your Care and Tenderneſs towards me, which makes me wish it in my power to make a larger Acknowledgment; but ſeeing that Wiſh cannot bring forth the deſired effects, I muſt humbly beg you to accept of my good Will, and dutiful Affections towards you, together with my Prayers for your Proſperity, and whatever elſe is in my weak power to wiſh or imagine, hoping in a ſhort time to be with you, that I may give you the ſame, or any other Satisfaction of which I am capable by word of Mouth; till when, I lay my ſelf in conceit at your Feet, and remain

Your dutiful Daughter to obey your Commands,

M. G.

A Letter of Thanks returned for the Advancement of a Party.

S I R;

BY the influence of your Recommendation, I have obtained my Deſires, and therefore, in gratitude, muſt return you my hearty and unfeign'd Thanks: Nor is my Soul ſo mean to conceit theſe Lines can make Satisfaction for ſuch a Kindneſs; but being all at preſent that my Ability or Buſineſs will put in my power to offer, as an Acknowledgment of your Favour, I will henceforward ſtudy by what more effectual ways or means I may be able to do you ſome ſervice, that
may,

may be worthy your Approbation; till when, I
shall only desire to subscribe my self,

Your Devoted Servant,

B. C.

A Letter of Thanks for a proffer'd Kindness.

S I R,

LEt me beg first your Pardon, before I tell you,
that I must make my self so unhappy as not
at present to stand in need of your Kindness, and I
dare say, unfeigned Proffer of Love and Assi-
stance. Indeed, my necessities, not many Days
since, did require it; but I suppose, before they
reach'd your Ear, I was supplied by another hand;
yet should not I pay you the same acknowledgment
for the care you express of my Welfare, as if I had
really accepted the Kindness, I might with good
reason be termed ungrateful, and not worthy to
be numbred in the List of your real Friends:
Wherefore, I resolve, whilst I live, not only to
confess your Kindness, but to remain,

Yours to serve you in what I may,

C. D.

*A Letter of Thanks, in Answer to one Congratu-
latory.*

Kind Sir,

I Received your Letter, whereby I understand
you have heard of that happiness, that Provi-
dence and my Friends have been in a high measure
instrumental in promoting me to. I must confess,
had I been so presumptuous as to insist upon any
Merits of my own, I might not only have been
liable to the Censure of the Judicious, but have
altogether missed of my Expectations: Therefore
for that part of your Letter, I must in all Friendship
beg your Excuse; yet knowing your good Will and
Affection towards me, I will rather conceive that
it proceeded from cordial Love, and your good
Nature, than from Flattery, or any design of Jocu-
larity:

larity. And therefore returning you all the hearty Thanks that a true Friend is capable of expressing, I remain,

Your most obliged Friend to serve you,

J. K.

A Letter of Thanks to a Parent for good Education.

Dear Father, &c.

THat I am infinitely bound to you for your tender Care, in bestowing such Learning on me, as has qualified me for an Employment, wherein I need not fear to subsist, of which I finding a more than ordinary benefit, I must ingenuously confess; and that my time in acquiring it was well spent, though then, as too many Youths do, I thought it tedious and irksome; by which it plainly appears, that young Scholars are in the case of sick Persons, who in the height of their Diseases, or in the weakness the Distemper has occasioned, loath and detest wholesome and nourishing Food, which in Health, or upon better consideration, is more savoury and consolable: Or like those, who, in the Jaundice, cannot discern the true Colour, but imagine every thing to participate of that of the Distemper; yet when the Eyes grow clear, their Judgment is reformed: Wherefore, I cannot but hold my self as much beholding to you for my Education, as for my Being; and therefore, through a more than ordinary Sense of Duty and Gratitude, must acknowledge my self,

Your Obedient Son and Servant,

T. P.

A Letter of Advice to a Friend.

S I R,

Understanding you have left the Town, I thought it convenient to inform you how things are carried on; especially in relation to Trade, a particular Account of which, I have inclosed in this Paper. I would indeed have communicated

cated it to you in writing, but that I found it done to my Hand. Our Friends are in a perfect Fruition of Health, and kindly present (especially such as I have had lately the opportunity to converse withal) their Love and kind Respects to you, and your good Lady. As for your Affairs in *London*, as far as I can see, or enquire into them, they go on prosperously; and for News, we have none of moment: Wherefore, not to trouble you with a tedious Epistle, I only make it my Request that a good Correspondency may be maintain'd between us, as heretofore; and that I may still be ranked in the number of your Friends, desiring always to be, whilst my own,

Your's in all Friendship and Respect,

W. T.

A Letter of Advice to a Friend, &c.

S I R,

THE cause of my Writing (though the News perhaps may be unwelcome to your Ears) is to let you know that T. B. of D. with whom I understand you had considerable Dealing, is dead, and has left, as I further hear, his Estate and Effects much incumber'd and imbezzel'd, to the no small Admiration of his Neighbours, who all along imagined it fared with him far otherwise: Though indeed it is a common Saying, *That few know what a Man is worth till he dies.* This, though unrequir'd, I thought fit to advertise you of; and so leaving the further prosecution to your Discretion, whom it mainly concerns, I remain

Your Friend and Servant,

B. M.

A Letter of Advice relating to Law Business.

Mr. P.

IN the Business you intrusted me withal, I have made such a Progress, as I hope will give you the Satisfaction you desire. Indeed, I have taken no small

small Pains and Trouble ; but to so good a Friend as your self, I think my time and labour well bestowed. Your Writings and Evidences I have consulted, and find them effectual, and extraordinary material to the Purpose ; so that the next Term you may expect the issue: Till when, (unless I have the opportunity of being happy in your Company before) I rest,

Your loving and careful Friend,

C. D.

A Letter of Request, or Recommendation, to entertain a Friend.

S I R,

RElying upon your ancient Friendship, I have made bold to recommend to you, as a trusty and faithful Servant, the Bearer of this Letter ; he is a Person whose Parentage and Education are well known to me, and therefore you may take it on my Word, that he is Honest and fitly Qualified to undertake any of those many Affairs that you have Opportunity to employ him in. Dear Friend, I do desire you to entertain him as he deserves ; and in so doing, you will not only profit your self, but pleasure him who is,

*Your unfeigned Friend, Well-wisher,
and most humble Servant,*

R. B.

An Answer to the foregoing Letter.

Dear Friend,

I Have received your Letter, and find by the Contents, you have been careful in providing a Person suitable to my Occasions ; for which diligence, I must own my self much obliged to you : As for the Person, I take him as you recommend him, viz. Honest, and fitly Qualified, and shall more-especially, for your sake, use him in such

a man

24 *Choice Letters on several Occasions.*

manner, as he shall have no cause to think any thing but well and honourable of your Recommendation, and my Entertainment : And so, till a further opportunity of expressing my Gratitude, I rest, in all Friendship,

Yours to serve you,

A. D.

A Letter of Thanks from a Scholar to his Master, &c.

Honoured Sir,

SINCE I find how happy I am made on sundry Accounts, by the Learning your Care and Diligence instilled into my early Years, how ungrateful should I prove, though I am removed from under your Tuition, if I should not make an acknowledgment, though it be but of this slender kind, even in writing to you, to let you know that I can sooner cease to be, than to forget the Man, by whose means I have received so many singular Benefits; for indeed, if we did rightly consider those that truly makes us Men, by polishing and refining our rough Natures with Arts and Sciences, (for Man in himself, naturally, is rude and boisterous as the Ocean, not knowing how to calm his Passions and bring them under, till sound Judgment takes place; and he, by rightly understanding himself, grows into hatred with what before seemed comely and commendable) we should endeavour, by all possible means, to Honour and Respect them. Therefore, Sir, next to Heaven for giving me a Being, I pay my Acknowledgment to your self, and shall at all times be ready, in what I can, to Retaliate in some measure your Care and Diligence, ever being proud to subscribe my self, Sir,

The Humblest of your devoted Servants,

G. L.

A Letter

*A Letter of Acknowledgment to a Person of Note,
for a Benefit received.*

Worthy Sir,

IF an Expectation remain in you, of receiving Thanks for any other Satisfaction, worthy the Favours you have been pleased to heap upon me, I must beg you to direct me how, or by what means I shall raise them to a degree suitable to be accepted; for truly, Sir, I must ingenuously confess I am altogether at a loss to know by what means I shall make so large an Offering; for I am very conscious in my self, that my Words and Ability jointly strained even to the highest pitch, must needs be wonderfully deficient; so that all my Comfort is to consider, that generous Actions carry their own Recompence in themselves; and therefore am inclined to believe, that my continual Acknowledgment of your Generosity may atone for my further inability. In confidence of which, I ever shall take pleasure to subscribe my self,

Sir,

Your most Humble, and most Obedient,

C. N.

A Letter of Congratulation.

S I R,

THE News of your Advancement no sooner reach'd my Ear, but I found a spark of Joy shoot through my Soul; which kindled in me such a flame of Love and true Affection, that I could no longer contain my self, but was constrained to let you know it. I hear, Sir, by undoubted Report, that you are raised to the Dignity of—And that you, notwithstanding, like one, in whose Soul true Generosity reigns, scorning to be puffed up with Pride, or towering Ambition, are still, as far as the Character you bear will permit, the same in kind respect and condescending goodness to your Friends; amongst which number I beg the Honour ever to be
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continued, as knowing a great part of my happiness consists therein, especially when I consider your Affability and condescending Meekness, from which I may be bold to presage, that the Honour to which you are advanced, will be rather graced by being possessed by you, than you by possessing it. But, Sir, not to trouble you in the midst of your great Affairs with a tedious Epistle, I shall only say, That I could not have heard of any thing on Earth, that could have administer'd greater Satisfaction to my mind; and that it shall be my continual wish, That you may still rise high as your Merit, and that Peace and Prosperity may never be strangers to your Dwelling. And so humbly assuming the liberty to acknowledge my self the Honourer of your Vertues, I remain, Sir,

Your most Obligated, and most Devoted Servant,

S. K.

An Answer to the Letter of Congratulation.

SIR,

After having told you, that the Expressions with which you accosted me, proceeded more from your Generosity, than any Merit in me, I cannot but Pardon that in you, which I should have taken in another as too much savouring of Flattery; because I am convinced, that through the vehemency of your Affection, it proceeded from your good meaning: It is true, Sir, as to what you have heard of my Advancement; for which I must, with all submission, pay my due Acknowledgement to the Fountain of Honour from whence it proceeded; ascribing it solely to the innate Goodness of the Royal Favour, as not daring so much as to imagine that any Service I am capable of doing, can merit so great a Trust, though my Endeavours shall never be wanting in any thing that is Just and Honest. And if it raises any Joy in me, it is, to think, that in the station I am, it may, at one time or other, lie in my power to serve my Friends, and

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more, especially your self: And so, Sir, desiring your mutual Friendship may continue, I subscribe my self,

Your faithful Friend, whilst I am,
T. G.

A Letter of Congratulation from a Son to a Father, upon his Recovery from Sickness.

Honoured Sir,

HAVING Yesterday receiv'd Advice that you are recovered from your tedious and dangerous Distemper, I embrace the welcome News with Tears of Joy, more than my Pen or Tongue can express; and how could I do less for the welfare of a Father, whose Affliction I had so long bewail'd, and for whose Ease and Relief I had put up so many Vows and Prayers to Heaven? For always, where the Sorrow is great the Joy that expells it must needs be so. I would indeed have waited upon you many times, and with all the officious Duty of an obedient Son, done what in me lay; but understanding your Commands were to the contrary, I durst not presume to disobey you, lest by the disturbance it might have occasion'd, the Passions of the Mind might have augmented the Distemper: Wherefore, seeing you are happily recover'd, my Joy is not thereby lessen'd, but rather encreased; and so continuing my Prayers for the Preservation of your Health restored, I am resolved to obey your Commands in all things, and subscribe my self,

Your most dutiful and most obedient Son,

T. S.

A Letter from a Young Gentlewoman at School, to her Mother; or, A Letter of Entreaty, &c.

Dear Mother,

After my Duty in the humblest manner presented to you, and my kind Love to my Relations and Friends in general, in these subsequent
Lines

Lines I have presumed to put you in mind, that it was your Pleasure, the last time I had the happiness to see you, to tell me you would give speedy Orders for my Learning to Dance, and play on the Musick: but no such Orders having yet been given, the length of the time induces me to believe the remembrance of your Promise, through the multitude of Business, may have slipped out of your Thoughts. However, the great desire I have to learn them, has emboldened me to entreat you, that with the first conveniency you would be pleas'd so to order it, that I may lose no time, seeing I have already made a considerable Progress in what else the Variety of our Schools affords: And indeed, those that are younger than my self, are good Proficients in what I have mention'd: Wherefore, dear Mother, let me, by all the ties of tender Love, entreat you once more not to delay me any longer than the first conveniency will admit of your coming over, and in the mean while, it will be convenient that you give order for such necessaries as will be requisite on that occasion: In which you will infinitely endear her, who lives but to pleasure you, and is

Your most Obedient Daughter,

E. H.

The Answer.

Daughter,

I Have received your Letter, wherein you press me to the performance of my promise, of which I am no ways forgetful: But your Cousin N— having been much indisposed these several Weeks past, and being committed to my Care, I could not have the Opportunity to be with you, tho', dear Child, my Thoughts have often accompanied you; nor am I ignorant what is convenient for the Accomplishment of the Female Sex; wherefore rest contented for a few Days, and you shall find my Promise made good. As for the necessaries that

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are suitable to what is intended, I have already given Order, and you need not to doubt of my care to provide all things convenient, that you may hereafter have occasion for: And so at present taking my leave, I rest

Your affectionate Mother,

M. H.

A Letter from an Apprentice to his Father.

Most Indulgent Father,

THese are humbly to satisfy you, That I am not a little pleased with the Trade you have put me to, nor less with the good usage I find. Indeed I found it somewhat irksome at first to be separated from your Self, and my dear Mother, &c. being withal in a strange Place: But Time and good Conversation hath banished those Thoughts, that made a melancholly Impression upon my Mind, and now I am full of vivacity and liveliness, studying nothing more than to please those that have the Command over me, by carefully and faithfully regarding the Business I am put to, without delay or regret, as well considering that it will be my own hereafter. And thus, Sir, in compliance with your Commands, when you left the Town, I have sent you this Letter, desiring with all the Submission and dutiful Observance, that a Son can express towards so good a Father and Mother,

To remain at your disposal in all Things,

T. B.

A Letter to ask Pardon for a Fault, &c.

Dear Madam,

IF the Confession of my Crime, or the hearty Sorrow I conceive at the Sense thereof, can work in you any Compassion, then have I some glimmering of hope that I shall be forgiven. Consider, Madam, that the Punishment I inflict upon my self, for my having offended so much goodness, is not the least, although what I did was rather through the fierce Emotion of an unruly Passion, than any thing proceed-

ceeding from my free Will. So that if the thing be rightly stated, it was rather my Misfortune than my Fault; yet I will own it mine, and not stick at any Penance that may be a means to obtain my Pardon. Oh, Consider! that it's the nature of Heaven to forgive true Penitents, when humbly they beg for Mercy: And can you be more severe? If so, what shall I say? At least, nothing shall be wanting on my part, to oblige you to Forgiveness, and let you see, that I know at least how to repent, though you know not how to forgive, and ever to remain,

Your most sorrowful Servant,

J. S.

The Answer.

S I R,

I Have received your Letter, in which you confess your Offence, which indeed is more than I expected, considering the Humour you were in the Night before; and find likewise you endeavour to excuse your self in part, by saying the Offence proceeded from a sudden Rashness: I know not indeed whence it proceeded, but sure I am, it was no ways pleasing to me. However since I have once reckoned you amongst the number of my Friends, you shall find that my good Nature cannot degenerate so far from its true standard, as to cast you off for one Offence. Wherefore, as to my particular, I freely pardon you, and desire God to forgive you. But, Sir, by way of caution, let me tell you, That such another Fault will, past all adventure, cancel the Affections of her who is yet content to subscribe her self,

Your Friend to serve you,

A. G.

A Letter of Consolation to a Friend, &c.

S I R,

I Hear indeed that you have lost a good Father, which might truly raise a Tempest of Sorrow, even in the most obdurate Mind; therefore, as a Cordial to allay that Storm that needs must arise in

so

so tender a Breast as yours, I send this Letter both to condole and comfort you; not that for so great a Loss I express, you should not grieve and pay the tribute of your Eyes: No, I must have you weep, and sigh, and sit a while in the shades of Sadness; but let me tell you, I would have you, as much as the Manly force you are endued withal will contribute, to moderate the unruly Passion, that it may not altogether overwhelm your noble Faculties, considering that he, for whom you mourn, rests from his labours, and partakes in Bliss, the Reward that is prepared for such that lived like him. Therefore, though natural Affections are prevalent and forcing, their restraint will, in spite of all resistance, gush forth in Tears. Let those happy Considerations, by the assistance of Time and Reason, gently, and by degrees, put a period to your Affliction, till when, I shall not cease to bear a part in all that afflicts you, and subscribe my self,

Your unfeigned Friend to serve you,

P. G.

A Letter of Consolation to a Mother, upon the loss of her Son.

Dear Madam,

BE more moderate in your Lamentation, than to afflict your self for what is past recovery: for that blessed Soul, that by this time is mounted far above all Miseries, Troubles, and Cares, that it must consequently have met withal in this World, Consider the Royal Propher, who whilst there were hopes of Recovery, not only mourned, but used all the means to preserve his Son; but being dead, his Princely Sorrow ceased, as not thinking it fit, like those that are without Hope, to mourn for those that are past recovery. Dear Madam, then let the Entreaty of your Friend, who shares by Sympathy equal in your Afflictions, prevail with you to moderate this mighty stream of Grief, which otherwise,

wife, by the weakening Nature, cannot but impair your Health. O! think, were he alive, for whom you mourn, the sight of those Tears would more afflict him than all the Pains he felt: Therefore, let me advise you, by that share of Friendship that I justly claim, to calm the Tempest this sad loss has raised in your tender Breast, and rest assured that one Day you will find in Joy, him whom you lost in Sorrow; and so leaving you to the Protection of Heaven, I continue to be

Your Affectionate and Cordial Friend,

T. B.

Another to a Gentleman upon the Death of his Wife.

S I R,

IF all the Tyes of our mutual Friendship and Affections, have any force or power to conjure or compel you to oblige your Friend, let my request meet a suitable return, which carries with it nothing but what tends to your Welfare, desiring you to be regardful of your Health, which I understand is much impaired and lessened by the immoderate Sorrow you conceive for the loss of your dear Consort. Indeed I must acknowledge, you are bound to show some concernment for being deprived of so valuable a Treasure: Yet being gone and past recovery, what avails it you to run into such Extremity? You may indeed object, that you cannot pay too many Tears, to the Memory of one who deserv'd so well, and that you now, being out of love with all worldly things, desire nothing more than to lodge your Body in the Grave, whilst your immortal Parts ascends to make an inseparable union with hers in Bliss. Ay, but consider, Sir, the remaining parts of her that live; consider those sweet Babes she has left behind, as so many pledges of her Love, and think she lives in them; and whilst you spare your self to do them good, you still are pleasuring her. I indeed might urge more; but knowing you judicious enough to

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comprehend what is convenient for your good Estate and Welfare, I subscribe my self

Your hearty Well-wisher, and Faithful Friend,

C. D.

A Letter from one Friend to another, to claim a Promise.

Dear Friend,

I Have long delayed to put you in mind of your Promise; neither, perhaps, had I done it now, had not my Occasions required it: For, indeed, tho' of your own accord you made the proffer, yet knowing no Obligation I had laid upon you, that deserved so great a Favour, I could not (neither now do I) think, without some Reluctancy, of laying a Claim to it, and must, if I receive it, acknowledge it is an Effect of your Good Nature, and Love to your Friend, altogether excluding the imagination of any merit in my self; nor dare I even so much as hope to make you any sutable Return; yet at the same time, I must endeavour always, to the extent of my poor Ability, to serve and oblige you in what I may, and continue,

Sir, Your Faithful Friend and Servant,

P. E.

S I R,

Another to the same Purpose.

THOUGH I am not accustomed to trespass upon the good Nature of my Friends, yet in this, as in other Affairs of the World, sometimes necessity constrains us to do what we would not: Wherefore, Sir, let me put you in remembrance, that the last time I had the Happiness to be in your Company, you were pleased to tell me, I might command—— at any time, when my Occasions required it; and dare I doubt, but you were cordial in what you said? Wherefore standing in need of your Kindness at this time, I have sent, not as a peremptory Demander, but as an intreating Friend, to let you know, you will greatly oblige me in the performance of your Promise, and firmly
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bind me to your generosity ; who must however,
at all times, subscribe my self,

Sir, Your most humble Servant to command,

T. A.

A Letter from a Wife to her absent Husband.

My Dear,

YOU cannot imagine how tedious your absence has been, and at present is, to her who is your tender and loving Wife. Alas ! I little thought when you left me, that I should have been so long separated from the Man whose Company I so highly value and esteem, which might, were I not confident of your true Affections, oblige me to tax you with coldness and disrespect. Indeed, I received your Letter, wherein you tell me of some unexpected Business that does detain you. It may be you have ; but could not that have been deferred till a further Opportunity, or done in less time than you have been absent ? I am almost of the Opinion, that the one or the other might have been : But however, my Dear, hoping that you will not, for the future, dispence with any thing that may create a delay ; I shall construe what is past to the best advantage on your part, and in earnest expectation of your good Company, subscribe my self,

Your Loving and Affectionate Wife,

A. P.

A Letter of Advice from a Wife, &c.

Dear Husband,

THese are to let you know, That my Self and our Children are arrived safe at ———— where we found our Friends and Relations in good Health, and were by them kindly Entertained, even beyond what we might reasonably expect. As for the Place, it is by situation exceeding Pleasant, and the Air very Temperate and Healthful : Wherefore I think, if nothing happen to hinder it, to tarry till — — Pray, Dear Husband, let us hear from

*The Master's Commendatory Letter to a Father,
on the Behalf of a Scholar.*

R,

His being one usual time of Refreshment allowed to Scholars, at your T---'s earnest Request, I have given him leave to wait upon you, hoping he will no ways prove troublesome to you, nor cause any detriment to your Affairs. I remember, Sir, that in your last Letter you required me to give you an Account of his Progress in Learning; as to that, let me satisfy you, he has for the time he has been with me, exceeded even my Diligence or Expectation, acquitting himself in every part (as far as his Years are capable) so well, that I may, without Flattery, assure you, you are more than ordinarily happy in so Witty and Ingenious a Son, who in his Childhood gives such pregnant Proofs of what his riper Years will produce. But not to trouble you with a tedious Epistle on this Subject, I leave him to your discerning Judgment. All you are pleased he shall return to his Studies, and remain

Your most humble Servant,

T. A.

*A Letter from a Young Gentlewoman to her Parents,
to enquire of their Welfare.*

Dear Father and Mother,

After my Duty, in the humblest manner, presented to you both, these are to assure you, that by reason of my not hearing from you in so long a time, I have not been a little disquieted and possessed with a Fear that it fared not well with you: And indeed, how could it do less, since you never before desisted so long from writing to me; therefore, to put me out of the Fear that has surpriz'd me, let me entreat you, by the first opportunity, to satisfy me in that Particular, otherwise I must labour under Doubts and Discontents, as one
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overshadowed with a disconsolate Cloud of Sorrow. Pray fail not in this case to grant the humble request of her, who values her self in nothing more than that she is

Your Obedient and Dutiful Daughter,

A. G.

A Letter from a Son to his Father to acknowledge a Fault, and beg Pardon for Offending, &c.

Ever honoured Father,

THough I am unworthy to approach you in Person, nor dare I do it without Shame and Confusion of Face, yet suffer this Paper, as an humble Advocate, to plead, in some measure with you, that so it may abate the Severity and Rigour of your just Displeasure. My Offence considered, I dare not indeed, with any Reason, expect forgiveness, though the experience of your innate Goodness and Clemency, your Commiseration and Fatherly Compassion, have embolden'd me to sue for a Pardon. Wherefore, if a returning Prodigal, a true and unfeigned Penitent, may expect Mercy, in those Circumstances, I unfeignedly beg it at your Hands; be not so much offended with me, as to forget you gave me Being, nor that I am your Son, though unworthy to be so stiled; and let it be a Foundation sufficient for your Compassion to build upon, that I confess my Fault, and sincerely promise to offend no more so good a Father. However, keep me not upon the Rack of discontent and doubt, but rather let me know my Punishment, that I may chearfully undergo it; for I had rather suffer any thing in this World, than thus to lie under the sence of your Displeasure. Therefore, with all submission, I beg you would determine, and dispose of me as you see convenient; in expectation of which, I remain,

Sir,

The unworthiest of your Children,

C. L.

The Father's Answer.

Ungracious Son,

I Have, though more than your Deserts have merited, vouchsafed, at the Intercession of some Friends, to receive your Letter, and think fit to tell you, it is well you shew some remorse for your Disobedience; though I know not with what confidence you can so much as dream of returning into my Favour, or expect a Pardon from him you have so highly offended, considering I have so often borne with you, and you have not been hitherto reclaim'd. However, since some Hope at last appears that you are sensible of your Failings, I will not leave you altogether in despair of obtaining what you seem so earnestly to desire; but till I am better assured you are a true Convert, I shall remain, as I have reason,

Your much offended Father,

P. N.

A Letter from a Youth to his Sister, &c.

Most loving Sister,

OUR Absence so long from each other, has occasion'd my writing to you, that I might be inform'd of your Health and Welfare, of which I am as solicitous and tender, as of my own; not forgetting you in my Prayers, nor neglecting to do you all the good Offices I can, with our Parents, Friends and Acquaintance. In requital of which, let it be your part to return me an Answer, that so I may be satisfied in what I have required, which will render me no small contentment of Mind, in expectation whereof, I rest,

Your ever loving Brother,

A. P.

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The Answer.

Dearest Brother,

Your Letter hath luckily found me, though I am removed from the Place you directed it to: and I am not a little glad that I have the happiness to hear from you, considering we are so far distant one from another. As for my Health, thanks be to Heaven, it continues as heretofore: and of my Welfare, I have no cause to complain, as being in an honest Family, where nothing convenient is wanting; so that enjoying Health, Plenty, Freedom, and Content, I may justly account my self happy; and so wishing you, and every of our Relations and Friends the like, with a continuance of my hearty Prayers to that end, I am,

Your most Loving and obliged Sister,

A. M.

*A Daughter's Return of Thanks for her good Education.
Honoured Parents,*

I Am constrained, as an humble Acknowledgment of my Gratitude, often to trouble you with my Epistles, as being the only Requitall I am as yet capable of rendring you, for the many Benefits and Advantages I have received at your Hands; but above all, for your prudent foresight, in bringing me to the knowledge of those things which have seasoned my younger Years with variety of Understanding, and will, past all peradventure, render me acceptable on sundry Occasions. Wherefore, I must now applaud that compelling Goodness in you, by which you even obliged me to persevere in what I had begun, though then indeed not discerning what I should afterwards reap thereby, I imputed it to you as harshness and severity. Therefore let mistaken Youth consider, that in their tender Age, they (not knowing what is good and commendable) ought to submit to the mature Judgments of their Parents, who always, with Bowels of Love and Compassion, are studying their Wel-

Welfare, though they perceive it not; and in this case, what shall I say more than to return all possible Thanks to you, who, next Heaven, are the Authors of my Being, and Well-being, and ever subscribe and acknowledge my self,

Your most Dutiful and Obligated Daughter,

C. D.

A Letter from a Youth, by way of Essay, to a Person of Honour, from whom he had received some Benefit.

Most Honourable Patron,

VVere I not confident that I may rely upon your good Nature and Generosity, to excuse my Presumption, I should not have dared, considering the vast inequality, to have raised my Thoughts so high, as to address you with my inconsiderate Lines; which may justly merit Rebuke from your judicious Censure. But knowing your favourable Constructions, and the good meaning of your Inferiours, I could not contain my self till I had found this way to vent some part of that Acknowledgment, which laboured in my Breast, and is the product of your Bounty: yet can only say, no more is in my power, than to render your Honour my hearty and earnest Thanks, a poor return for what I have received as your Liberality: though indeed I will subjoin, that the whole business of my Life, in my esteem, is altogether insufficient to make you requital; nor shall I be wanting, as opportunity offers it self, to employ it in your Service. Wherefore, beseeching your Honour to accept of my true Endeavours, Prayers, and good Wishes, I, with all Submission, and a reliance on your Goodness, assume the boldness to subscribe my self,

Your Honour's most Humble and Devoted Servant,

T. E

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A Letter from a Youth to his Grandfather.

Reverend Sir,

I Cannot but account my self happy, that the Fates are so propitious, as not only to spin out your Thread of Life longer than those of the greatest part of Mankind, but that, through the Blessing and Mercies of God, Health and Strength are added, together with a sound Judgment, and discerning Faculties, which render you the honour of Time. But passing over these, I must, Sir, in the next place, present my Duty, and more than ordinary Respect to your self, from whom I am descended; nay, over-and-above, make a due acknowledgment of the care you have had of me, and the good Counsel you have all along furnish'd me with, as having found by experience, that the Wise Man was not mistaken, when he affirmed, That Wisdom rested in a multitude of Years, though in that garb it is too frequently rejected by the younger sort, as a Precept too rigid and severe. This, Dear Sir, being all at present I can render you, I must with hearty wishes for your Happiness here and hereafter, conclude with a dutiful Acknowledgment that I am,

Your obedient Grandson,

T. A.

A Letter from a Young Scholar to his Father.

Honoured Sir,

I Not having the opportunity of waiting upon you in Person, have made bold to make this Letter the Messenger of my Necessities; which notwithstanding, Sir, are not very great, my present Occasions requiring little more than a few new Books, to supply the place of some that have come to sundry Misfortunes, for want of a Study, or other Place or Conveniency to deposite them in; as also other Books to forward my Learning: I being now, through the care of my Reverend and Industrious

dustrious Master, made capable of removing into a higher Form. Therefore, amongst others, I desire you to send me ———— ; that so by a speedy Improvement, I may lose little Time, and put you to less Charge. As to Cloaths, and other Necessaries of that kind, I leave them to your Discretion, to order them as you please ; only I must say, That my Apparel is indifferently worn since my coming hither. This, Sir, being all at present, I conclude my Prayers to God for your Health and Prosperity, and remain

Your most obedient Son and Servant,

T. D.

A Letter from a Youth to his Father, who is desirous to be bound Apprentice.

Dear Sir,

THESE are to put you in mind, that I have now been about six Weeks upon Tryal, and find the Trade so agreeable with me, that I desire nothing more than to be Bound, that I may lose no more Time, considering I am of sufficient Age. I have acquainted my Master with my Intentions and Resolution, who very well approves of my Willingness : Wherefore, let me entreat you to take the first Opportunity of coming to London, that so Things being settled, I may no longer be delayed. But however, Sir, submitting all things to your good time and pleasure, I continue, as heretofore,

Your most dutiful Son,

C. B.

A Letter from one Friend to another, to persuade him to give his Children good Education.

Dear Friend,

IT adds not a little to my Happiness, to understand you are blessed with a hopeful Offspring, a Treasure much coveted by the Ancients, and Wise Men of the World : Wherefore the Prophet

David, to give a greater lustre to such a Blessing, compares them to Olive Branches, Pledges of Peace. Notwithstanding which, Children in themselves are unpolish'd Statues, unless they be brought up in the fear of God, season'd with Learning and ingenious Education; for that, indeed, exceeds even the Riches you labour for to bestow upon them, and is the only absolutely necessary thing that can contribute to their earthly Felicity, proving a better and surer Estate than Lands or Possessions, which indeed may, like other things of the same nature, make themselves Wings and fly away, at least be wrested out of our Hands, by those that are more mighty than we: when Learning, and good Education cannot cease, but with our selves, being capable of gaining us a good Reputation in this World, and by a right improvement, Blessedness in that which is to come. Wherefore, let me, as a Friend, that wishes well to you, and your Posterity, entreat you, Sir, not to be wanting in giving the Education that is suitable to their Capacities; so that growing up, and finding the Advantage, they may have the greater cause to bless so indulgent a Father. Thus having told you what I sincerely wish, I continue to be,

Sir,

Your most Obligated Friend and Servant,

W. Q.

A Letter of Advice from a Father to a Son.

Son,

IT is now so long since you departed from me, that I cannot but judge you, by this time, to be at Years of Discretion, sufficient to take upon you the management of some Affairs in the World; in order to which, for your better Ability, I have sent you, by the hands of your Uncle, B — — —, Twenty Pounds, and as I find you improve that, you may expect a greater Summ. And the better
to

to confirm you in your Undertakings, let me give you a word or two of Advice: First, when you settle your self in the World, beware of being enticed or drawn away by Flatterers, or debauched Persons: nor is there any better way to shun it, than to decline and avoid them. In the next place, be diligent in your Affairs; mind your Employment, and deal uprightly with all Men, whereby you may not only gain an honest Repute, but expect a Blessing upon your Endeavours: But above all, prefer the Service of your Maker, and pray to him for his Support and Assistance, and in so doing, you will not fail of living happy, and more especially of obliging him whose Joy it will be to see or hear that you do well: And so at present taking my leave, I remain,

Your Careful and Affectionate Father,

P. D.

The Son's Answer to the foregoing Letter.
Honoured Sir,

HOW, or in what Language or Words shall I express the sense of Gratitude due to your Care and Tenderness! who have all along laid your Obligations on me, so many, and in so high a degree, that I may as well number them, which indeed is altogether impossible: as to declare their greatness and worth, to which you have now made a large addition, and over and above given me such cordial Instructions and Advice, as I well hope I shall ever retain in my Memory with a due Respect and Observance. Sir, I have, since the receiving your Bounty, procur'd me such things and necessities as are suitable to my Trade and Employment, and find such Encouragement, that I doubt not but my Proceedings will redound to your Satisfaction, and my Advantage: For, rest your self assured, Sir, that I will proceed to no weighty Affair, without consulting your self, whose approved Judgment, and sound Advice, I have so often experi-

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experienced : And so committing you to the Care and Protection of Heaven, I rest

Your most obedient Son,

P. D.

A Letter from a Scholar, inviting a Cousin to betake himself to Learning.

Dear Cousin,

THe Kindness I have for you, cannot be easily expressed ; and not only for your Person, but your future Happiness and Welfare, which you can secure no better way, than by Learning ; the which if you fully acquire, it will prove a fast and faithful Friend to you, when those Friends, you too fondly rely on, may fail you. Wherefore, let me entreat you not any longer to trifle away your time, in pursuing things lighter than Vanity, but leaving those Childish Extravagancies, betake yourself to your Book : for certainly, did you know what sweet Content and Pleasure I find in my Studies, you would not be long absent from me. However, let me hear from you, and know how you stand affected in this kind ; till when I rest in expectation of an Answer, and am

Your very loving Cousin,

A. G.

The Answer.

Loving Cousin,

I Received your Letter, wherein you, according to your wonted goodness, mildly reprove me for spending my time in things that will render me no Profit or Advantage ; nor am I insensible that you are in the right : But what shall I do in this case ? The over Tenderness of my Mother will not suffer me to be from her so far a distance as your Invitation seems to wish me ; and in these Parts (though I am greatly sensible of my defect in Learning) no place is found that affords a convenient means, whereby I may better myself : However, Dear Cousin, whatever you may imagine, my
Heart

Heart is with you, and I hope within a short time to prevail so far, as to be with you in Person; till when, I must be content to remain

Your loving, though absent Cousin,

D. M.

A Letter of Friendship from one Brother to another, to desire his Return.

Dear Brother,

I Must tax you with Unkindness, for taking your self so long away from us, and leaving us sad for want of your Company; nay, more, for that you have been backward in writing, thereby to give us an account of your Welfare. Sure you find more contentment in the Country, than we are aware of. However, I should think that the Society of your nearest Relations should be coveted beyond it; so that I must take upon me, seeing you have not found the way to do it on your own accord, to demand the Reason of so much delay, or to conjure you to return; one of which I expect you will oblige me in by the next Post. As for our Parents, and other Relations and Friends, they are, through mercy, in good health, and have no other grief, but for your Absence, which by a speedy Return you may cure. Pray fail not to let us hear from you speedily, if we cannot see you: In expectation of one or the other, I am contented to rest

Your loving and most affectionate Brother,

G. E.

The Answer of Excuse.

Dear Brother,

I Received your Letter, and find, as indeed you have reason, that you tax me therein with delay. Alas! did you know how little the fault was mine, you would do otherwise: for unless I would show my self rude and unmannerly, things altogether disagreeable with my Nature, to steal away, and thereby disoblige my Relations, and disgrace my self, I cannot as

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yet expect to see you; for though I have even Petition'd, in a manner, for my Audience of Leave, yet I cannot obtain it: Wherefore, let me entreat you to bear with me, till such time as it lies in my power to make an honourable Retreat; and then I shall not fail to hasten, with the greatest celerity imaginable, and give you an Account of my Entertainment, and of the Recreations I have had in these Parts; till when, I subscribe my self, with a hearty presentation of my Duty to my Parents, and my love and Respects to all my other Friends and Relations,

Your most Affectionate Brother,

G. L.

A Letter from a Serving-man to his Master.

S I R,

BY reason of your long absence from your Habitation, I am in hopes you will pardon my boldness, in undertaking to write to you, to let you understand that your Family is in good Health, and that your Affairs go on very prosperously; so that nothing we can wish is wanting, but your return; yet, Sir, it is not for me to go about to direct you, or to undertake to hasten you to dispatch your Affairs; but submitting to what in discretion you shall see convenient, I can only promise to subscribe my self,

Your faithful Servant,

T. A.

A Letter of Congratulation from a Youth to his

Sister, upon her Marriage, &c.

Loving Sister;

SINCE the News of those Joys that are happened unto you, reach'd my Ears, I have even long'd for an opportunity to tell you how pleasing they are to me, who, as a kind Brother, do participate with you in your happiness, being fully persuaded of the reality thereof; for had you put it into my power to make your choice, I could not have laid
your

your Lot in a fairer Land : wherefore I cannot forbear to Congratulate your good Success, as being constrained to express a more than ordinary Joy upon the prospect of her present and future Felicity, whom I so entirely love ; and so with my Respect to your self, and your loving Husband, whom henceforth I must style my dearest Brother, I remain, in all Affection, and Tenderness of your Welfare,

Your joyful Brother,

F. H.

The Answer.

Dear Brother,

I Am not a little glad that the Choice I have made is so acceptable to you ; for although I acquainted you not with my Intentions, yet let me tell you, I did not proceed rashly or unadvisedly, but with all caution and deliberation, as knowing Marriage to be a weighty Affair, on which depends our Woe or Happiness in this World ; for as there is nothing more comfortable on Earth than Marriage, where the mutual Affections are united and joined in one reciprocal Love ; so there is nothing more uncomfortable, where Discord and Discontent put in to destroy the expected Happiness ; which Enemies to true Love, I hope. shall never prevail. Indeed, there is little prospect of any Disagreement between us. though few can tell what Time can bring forth ; but in the mean while, being possess'd of all that I can wish, or reasonably desire on Earth, I shall not pall my Joys with the melancholly Thoughts, or rather Fancies of future Events ; but think my self above the reach of Envy, or the frowns of Fortune ; And so returning you hearty Thanks for your consent and good liking, as also for the sense of Joy you express for my well-doing, I remain,

Your ever loving Sister,

M. P.

A Letter

A Letter from one Young Man to another, to request a Kindness.

Dear Friend,

RElying upon the long Familiarity that has passed between us, and your large Protestations of Sincerity in Friendship, urged by necessity, and the haste that my occasions require, I have made bold to let you know, that I stand in need of ———, with which if you can possibly furnish me, without any prejudice or hindrance to your own Affairs, I shall take it as an extraordinary Kindness; and if it stand with your conveniency, pray send it by the Bearer, or by some other speedy hand; and in so doing, you will very much oblige him who is

Your very humble Servant,

G. S.

The Answer.

Dear Tom,

I Was not a little glad, upon the perusal of your Letter, that you would be so kind at last as to put it into my power to do you any manner of service, whereby I might more immediately signalize some marks of true Friendship; nor indeed could you have required it at a more seasonable time. Wherefore, not to give you any delay, I have sent by your Bearer what you demanded, and shall always be proud to oblige you in this kind, as far as my Abilities will extend: And so with my hearty good Will towards you, and my good Wishes for the Prosperity of your Affairs, I remain

Your unfeigned Friend,

N. D.

A Letter

*A Letter from one Scholar to another, upon the
Death of a Father.*

Dear Ned,

I Had before this time condoled with you the loss of your Father, had I understood that you were capable of Consolation ; but conceiving it altogether convenient to give you some time to bewail so great an Unhappiness, I forbore till now, that the Debt you owe to Nature might be first paid in Showers of Tears, and Gales of unfeigned Sighs : and indeed, what could you do less, for being deprived of so good a Father, whose tender Care was all along intent upon nothing more, than to promote your Welfare ? But the greatest heaviness must have an end ; and, Dear Friend, you have sufficiently testified your filial Affections, and therefore ought at length to bethink your self, that He for whom you mourn, was, as all the Sons of Men are, no more than a mortal Man, and that each moment is an Advancement towards the end of a troublesome Life ; so that, although he is gone before, we are hastning after him, and must soon set in the shades of Death. And when you consider he lived well, and made a pious End, you ought to conceive no common Joy, that he has been so kind as to set a good Example before your Eyes. Solace your self then with an assurance, that if you live up to his Example, you will speedily overtake him in the happy Region of Joy, where Sorrow is a Stranger ; and so hoping you will take my Advice, I take my leave, and continue

Your most assured Friend,

W.K.

A Servant-Maid's Letter to her Friends.

Dear Friends,

I Hope this Letter will find you all in good health, and give you to understand, that I am not only safely arrived at London, but have the good Fortune

A Letter from one Young Man to another, to request a Kindness.

Dear Friend,

RElying upon the long Familiarity that has passed between us, and your large Protestations of Sincerity in Friendship, urged by necessity, and the haste that my occasions require, I have made bold to let you know, that I stand in need of ———, with which if you can possibly furnish me, without any prejudice or hindrance to your own Affairs, I shall take it as an extraordinary Kindness; and if it stand with your conveniency, pray send it by the Bearer, or by some other speedy hand; and in so doing, you will very much oblige him who is

Your very humble Servant,

G. S.

The Answer.

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N. D.

A Letter

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Death of a Father.*

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Your most assured Friend,

W. K.

A Servant-Maid's Letter to her Friends:

Dear Friends,

I Hope this Letter will find you all in good health, and give you to understand, that I am not only safely arrived at London, but have the good Fortune

tune to be settled in a credible Place, at the Sign of —, in —; wherefore, desiring to continue our former Friendship, by a mutual correspondence of Letters, I wrote this, in hopes of an Answer; and so with my Prayers for the respective Health and Welfare of you all, I rest,

Your most affectionate Friend,

M. A.

A Letter from a Nephew to an Uncle, to excuse his Absence.

Honoured Sir,

I Am not a little concerned, that the importunity of my occasions constrain'd me to delay my paying you a Visit at the time I expected to have done it; but knowing you a Person of infinite Goodness, and natural Clemency, I dare not to much as think of despairing to obtain your Pardon; especially when I shall make you thoroughly sensible how earnestly I labour to dispatch my Affairs, that I may the speedilier be with you, though many cross Accidents have frustrated my zealous Endeavours: but the main Obstacles being now removed, I doubt not but to accomplish my desire in a short time; after which, I shall think no speed too swift to bring my self into your Presence, and laying my self at your Feet, acknowledge that I am,

Sir, Your most obliged Kinsman and Servant,

A. D.

A Letter from a Young Gentlewoman to her Cousin, entreating her Company.

Dear Cousin,

IF you knew how tedious your Absence is to me, you would be more forward to gratifie me with your Company. I remember, at our parting, you made me a promise of a speedy return: however, I will interpret the best of your good Intentions, and pardon you the time relapsed, if with a compliance

to this my Request, you let me have your Company with all convenient speed ; in expectation of which, I rest, . Your most affectionate Cousin,

A. L.

A Letter from a Husband, to his Wife and Children.

Most loving Wife,

SINCE you have been absent, together with my Children, (besides my Prayers for the continuation of your Health) I have taken all possible care to provide such Necessaries as I imagined any ways useful or convenient for you, and have sent them by the Bearers, and by whom it is my desire, and kind request, that you would send me an Account of your Entertainment, and in what estate and condition of Health and Liking you are ; for though you are absent from me, yet it is the great concern of my thoughts, to study the method and means to promote your Welfare, which I ever tender equal, if not superiour to my own : and so with all the love and tender regard of a Husband and Father, with my love to You, our Children, and all our Friends and Relations, I remain,

Dear Wife, Your loving Husband,

D. P.

The Wife's Answer to the foregoing Letter.

Kind and ever loving Husband,

I Received your Letter, which, next to your Company, I highly esteem ; and according to your desire have made you this Return, whereby I assure you, that we are not only in good Health, but have found Entertainment beyond our Expectations, all our Friends being every where, and at all times, so obliging and respectful, that they, as it were, detain us from you with the Charms of their Kindness, which will, no doubt, prevail with us to stay somewhat longer than we intended, or you could possibly expect. As for the things you sent, I have received them, and return you all the good Thanks that are suitable

table and consistent with the Vertue of an obedient Wife, for your Care; assuring you, that not only our Children, in a grateful acknowledgment, as they stand in Relation to us, present their humble Duty to you, but also, our Friends and Relations in general, crave to be had in Remembrance by you; and so with my Prayers for your Health and Welfare, I continue to be,

Dear Husband,
Your loving and constant Wife,

A. P.

A Letter from a Maid-Servant to her Mistress, excusing some Faults whereof she has been accused.

Madam,

I Take this leave, (though with all submission and humble regard to the distance between us) to write to you, that if it be possible, I might hereby make you sensible of my Innocence, in relation to the things wherewith I stand charged before you; the which could you, Madam, but read the sincerity of Soul, you would plainly discern. My Accusers, indeed, have laid their Accusations with no small Aggravation: but believe it, Madam, upon the solemn Protestation of her that would lay down her Life to do you Service, what they have said against me, proceeds from Malice, and hopes of Revenge, because they could not corrupt my Fidelity to your Detriment and Damage, as I am able to make appear, whenever your Ladyship shall, laying your Anger aside, give me leave to speak for my self: however, in these and all other Affairs, submitting my self to your Ladyship's Goodness, and wise Discretion, I remain,

Madam,

Your most humble and obedient Servant,

E. L.

A Letter

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*A Letter from an Apprentice, in excuse of himself
to his Master.*

S I R,

I N consideration that I have been Charged before you for injuring you, in betraying my Trust; I have thought it highly convenient to let you know, That though I cannot altogether excuse my self of some neglect, yet my Enemies have greatly added Falshood to that part which is true, and thereby given you, no doubt, Stories large and foul enough to ground your Anger on; but however, Sir, consider (let me entreat you) with your self, that all which is reported, is not at all times true; many times Persons have been wrongfully accused, with as bold a Confidence, and specious Pretence as can be well imagined; and yet, upon due examination, have been found innocent. All I entreat, Sir, is, That my Accusers may be produced, and I with them brought Face to Face, that so at least their conscious Guilt may appear in Blushes, if not in a publick confutation of the main Thing, with which they have falsly charged me: And so, in hopes you will (in pity to my injured Reputation) grant me this one Request, I subscribe my self,

Sir,

Your most humble and obedient Servant,

N. C.

A Letter in Recommendation of a Friend.

S I R,

I F you remember, you some time since laid your Commands upon me, to give you an Account of the Conduct, Management, and Vertues of N. D. which to particularize, would be a Task too great for him, who is ever proud zealously to serve you in any thing that is within the compass of his Power: but in general, I can safely assure you that in Prudence, Gallantry, and Moderation in all Affairs, Humility, and a becoming Modesty in all his Actions,

Action, nothing can exceed him : nor is the Progress he has made in the Arts and Sciences inferior to these, nor any thing that I can name, wanting in him, to render him not only an Accomplish'd Man, but a Man worthy your Notice and Friendship: wherefore, hoping my wishes of that kind may succeed, I take the honour, Sir, to rank my self amongst the number of your worthy Friends, with the Title of,

Your most humble Servant,

M. D.

A Letter of Enquiry from one Youth to another.

Dear Robin,

I Have taken upon me to send you this Letter, to beseech you a Favour, that is (I question not) in your power to do me: For in brief, it is only to give me an Account how our Friends and Acquaintance who remain in those Parts where you now are resident, stand at present, as to their Health and Fortunes; as also to acquaint me with the Affairs of the Country, that I may the better guess whether or no it will be convenient for me to come down, or delay my coming somewhat longer; that thereby I may find a fit opportunity to concur or correspond with my Advantage: This, as I said, is the summ of my Request; in which, hoping you will answer my Expectations, I take my leave, and am,

Your very loving Friend to serve you,

T. C.

The Answer.

Dear Harry,

I Have received your Letter, and will, as much as in me lies, shape you an Answer to it, that may be suitable to your Requests; viz. As for our Friends, Relations and Acquaintance, that live in these Parts, I have indeed the honour frequently to visit them; and find at present they are not only in good Health, but

also

also in a thriving way; nor are we at our Meetings, forgetful of you, but in our several Stations strive to remember you as much as we can; that so though you are absent, which is to us no small matter of discontent, we may form your Idea in our Imaginations, to a degree of supposing you present: nor can I, if you will be pleased to take the Advice of a Friend, wish or desire you any better juncture of time to come down, than to do it with all convenient speed, for now an opportunity lies fair for your Advancement: And in short Dear Friend, I must tell you, That as I desire nothing more than your Company, so I think my self happy in having this occasion to subscribe my self the unfeigned Well-wisher of your Welfare, and

Your very humble Servant,

A. T.

A Letter of Excuse to a Landlord, from his Tenant.

S I R,

I Send this Letter, as an humble Suitor to beg your Pardon and Excuse, for not waiting on you at the prefixed and appointed time; which I had not failed to have done, if urgent Business of such moment, as at no other time could have been dispatch'd to my Advantage, had not in a manner constrained me to break my Promise: But however Sir, relying on your good Nature, on which, with some regret, I must own I have too much trespassed, to dispense with what is past, I shall, with the Divine Permission be with you within Ten Days, ensuing the Day of the sending hereof, and give you a better Satisfaction, as to what concerns us, or is depending between us, than a Letter is capable of rendring; till when, with my hearty Wishes for the Continuation of your Health and Prosperity, I take the leave to subscribe my self,

Sir, Your most obliged Friend and Servant,

R. A.

A Letter

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A Letter from one Scholar to another, to reprove him for a Slander.

Dear Friend,

FOR so my good Nature obliges me to style you, though I might justly have done otherwise, I sent you this Letter to let you know, that I am not un-inform'd of the Reproach and Slander you have heap'd upon me who have little deserv'd any such things at your Hands; nor could it sink into my mind that any such thing could have proceeded from a Person on whom I have made it my study to heap Obligations and Acknowledgments; yet that you may not imagine I can for one Ingratitude altogether forget the Party, with whom I have heretofore contracted so great a Friendship, I further thought fit to let you know that I resent not what has passed so heinously, but that an ingenuous Confession of the wrongs you have done me, by raising such Calumnies, may blot them out of my remembrance, and restore, as heretofore, my Friend and Confident: but if you appear obstinate, and undertake to justify what you have done, then you may expect, that instead of your Offence, I shall strive to blot you out of my Memory, and make it my Business to forget that I ever was so unwary as to contract a Friendship with so ingrateful and injurious a Person; and till I may, by the sequel, be inform'd of your Intentions, I am content to rest

Your Friend and Well-wisher,

D. T.

The Answer.

Kind Sir,

I Have received your Letter, and being overcome with your gentle Reproofs, find my self constrained to acknowledge your Generosity deserves much better at my Hands, than the Returns it hath met withal; Wherefore, not without Blushes, I own, through a
wrong

wrong understanding, created by those that envied the sincerity of our Friendship, that I rashly expressed what in no wise became me, and thereby confess my self to have injured both Truth and Friendship: Wherefore entirely casting my self with an affiance in your good, Nature, on your Discretion to pardon or punish me, by receiving me into, or excluding me out of your Friendship and good Opinion, I with all imaginary return of Thanks for the Tenderness you have already expressed, and equalling my Sorrow to my Ingratitude, subscribe my self

Your unworthy and undeserving Friend,

E. H.

A Letter from one Maid-Servant to another, inviting her to come to London.

Dear Nancy,

IT was your request, when I left the Country, that I should give you an account how I liked the Town; and that has occasion'd my giving you the trouble of this Letter, by which I assure you, my fears of speeding well, which, if you remember, were not a few, were altogether needless, tho', as 'tis wisely said, we ought at all times to fear the worst; for I was no sooner arrived, but I was settl'd in a credible Place, and not long after discover'd that those pretended Dangers and Inconveniences, with which we Country Lasses were frequently discourag'd, prov'd only Bugbears to fright us from the pursuit of our better Fortunes and Advantages, that we might become perpetual Drudges for others, by being kept in ignorance to what Preferment we might arise by our Industry. Therefore be not discouraged, but make it your Business to come up with the first opportunity, where you shall find me ready to assist you in all I can, as to your Settlement. And so, in expectation shortly to have your Company, I rest

Your very loving Friend,

A. D.

A Letter

*A Letter of Counsel from an Aunt to her Niece.**Dear Cousin,*

I Cannot but express the Joy I conceive to hear that you take your Learning so well, and are so diligent therein; the which that you would persevere in, would yet add more to my Comfort; especially when I consider, that thereby you will not only be freed from evil Company, and evil Imagination, too frequently the Attendants of Idleness, but that, Dear Child, you will be enabled to obtain, when you come to Years of more maturity, both Credit and Advantage; when those that have squander'd away their Youth in Idleness, must be contented to come short of either; wherefore, that you may accomplish what you have begun, be circumspect and diligent therein, as you expect to continue in the Favour of her who is

Your Loving Aunt,

A. G.

*A Letter from one at Sea, to his Friend on shore.**Dear Friend,*

SINCE I left the Land, and betook my self to Waves, I changed the quiet Shades, for troubled Seas, I have not been wanting to participate of hardship, and to struggle with the many ill-conveniencies that frequently attend those that go down into the Deep; yet the thoughts of returning to my native Land, and enjoying once more your much desired Conversation, have not been the least support of my Spirits, by enabling me to struggle and weather innumerable Difficulties and Dangers; which Considerations will likewise dissipate all my Surmizes of Storms, Difficulties or Dangers that may hereafter happen in this liquid Plain: Wherefore desiring your Prayers, and a continuation of our Friendship, together with my Request, that you would remember my unfeigned Love and Respects

to all our Friends and Relations, I in haste, time not otherwise permitting, remain

Your Friend and Servant,

From off the Coast of

Cormandel, E. I.

June 20th. 1698.

A. B.

A Letter from one at Sea to his Wife.

Dear Love,

Since my Departure from you, we have made way through many dangerous Seas, and weather'd, as often heretofore we have done. many rough Storms and Tempests: so that at the writing of this, our Ship was within sight of our intended Port; yet, by cross Winds, we were obliged to stand off to Sea, for some time, before we could enter it: yet the danger of the Passage being, as we well hope, altogether over, I sent this Letter to certify you as much, that you need not perplex your self with needless Fears; and do assure you, I, and my fellow-Sailors, are not only in Health, but in hopes to gain no small Advantage by this Voyage. Pray let not the thoughts of our returning the same Way we came, nor the fear of encountering the same Dangers, oppress your Mind; for I assure you, it will be far otherwise, considering the difference of the Season, as to its Calmness; yet let me, however, have the benefit of your Prayers, and the unalterable continuation of your Love and Constancy, though absent; and so with my kind Love and Respects to all our Friends and Relations, I conclude, yet continue to be,

Your ever loving Husband,

From off the Coast of

Guiney, May

10th. 1698.

C. R.

A Letter

80 *Choice Letters on several Occasions.*

*A Letter from one who is travelling to see the Rarities
and Magnificence of other Countries.*

Honoured Sir,

HAVING found your Reports, as indeed I durst not doubt otherwise, to agree with Truth in all Respects, I make bold to send you this Letter, as an humble, though mean Acknowledgment, and with it such Curiosities as these Parts afford, entreating your favourable Acceptance of so inconsiderable a Present: However, Sir, I live in hopes to make more grateful Returns by my Knowledge and Understanding in foreign Affairs, which I chiefly gathered from the Converse I at sundry times held with you, and therefore must justly attribute them to your self. As for my Return, Sir, the time is uncertain: Wherefore, not daring to make you any Promise of that kind, lest I should be obliged to break it, which by no means I would do to a Person of your Worth and Integrity, I can only, till I am more certain as to that particular, write my self,

Your most obliged and devoted Servant,

Padua Hall,

N. T.

June 10. 97.

*A Letter of Consolation to a Wife, who supposes her
Husband, by reason of his long Absence, to be dead.*

Madam,

I AM not insensible, by the wrong I perceive your Eyes have suffer'd that you afflict your self in private Mourning, like the Widow-Turtle, who has lost her Mate: nor can I with Reason at this time expect that your Heart should overflow with Joy, since you are deprived of the society of all you hold dear on Earth: yet consider with your self, and muster up the noble Faculties of your Soul to aid your Reason, against the invading Passion that sinks your Spirits thus low: Think with your self that

he for whom you grieve, may yet be in the Land of the Living, though detained by some cross Accident, that he may suddenly appear like the Sun, after a long o'ercasting of Clouds and Mists, to fill your now afflicted Heart with Joy and Gladness; for you cannot let it sink into your Mind, that these Delays proceed from him on purpose to try your Faith and Constancy. No, Madam, he doubtless knows them to be candid and unalterable, and, no doubt, if alive, grieves more than you for the Divorce, as being sensible what Storms of Grief it raises in the Soul of her, whose Afflictions he counts his own. But suppose the worst; if he be dead, and some Tome or Wave do incircle him whom you in willing Arms have long wished to infold; in that case, submit to the Will of him who is the great the wise disposer of humane Affairs, and be not sorry, like Men without hope, for those that die in the Lord; for *they rest from their Labours, and their Works shall follow them*: yet I forbid you not to cherish his Memory, but however to rejoice that you shall own Day meet again in this World, or in the World to come. And so in expectation to find your Sorrows moderated and abated, I continue to be,

Madam,

Your cordial Friend to serve you in all I may,

P. G.

A Letter from one Sister to another, to enquire of Health, &c.

Dear Sister,

YOUR not writing to me in so long a time, puts me somewhat in doubt, That either you are not in Health; or that some unhappy Accident has fallen out: Wherefore to remove my Fears, pray, with the first conveniency, be so kind as to send me a Letter, by which I may be made sensible how it fares with you. And moreover for-

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82 *Choice Letters on several Occasions.*

get not to let me know how our Friends and Relations are, as to their Healths and Welfare; and, in so doing, you will very much satisfy and oblige her, who is

Your loving Sister;

A. L.

The Answer.

Kind Sister,

I Cannot but return you my hearty and unfeigned Thanks for your care and regard towards me, and must at the same time beg your Excuse, that I have been so negligent as not to write to you. I must confess I had no want of Opportunity; but hoping you will pardon what is past, I shall be more diligent for the future, as to what you desire to know. These are to certify you, that my self, together with all our Friends and Relations are in perfect Health, and desire most kindly to be remembered to you, not being a little glad, after so long absence, that they have the Opportunity to congratulate, though at a distance, your Health and Welfare. This being all at present, I rest

Yours in all kind of Love,

T. L.

A Letter to a Father, complaining of his Son.

S I R,

HAVING received divers Injuries and Wrongs, by the means and encouragement of your Son T— I thought it convenient, before I entered upon a course or way of redressing my self, for the Love and Respect I bear you, to acquaint you therewith, that so peradventure, your Commands being laid upon him, he may make a speedy Restitution and Acknowledgment, whereby my Credit and Loss may be repaired, and I forget what has passed; but if these things be denied or delayed, then without any regard I might otherwise have for him, as being your Son, I shall take such measures for Redress and Reparation, as my reason

reason shall inform me are best. Thus much having thought fit to acquaint you with, I conclude, subscribing my self,

Sir, Your very loving Friend,

T. B.

The Answer.

S I R,

I Am sorry to hear the Complaints you have made against my Son, (whose Respect and Carriage towards you, I could have wished far otherwise;) however, assure your self, there shall be nothing wanting in me, to bring him to a sensible acknowledgment of his Folly and Ingratitude: For I do assure you, Sir, by the ties of our Friendship, that I resent the Affront done to you, no less than if it had been done to my self, and will no sooner pardon it; wherefore, be assured, I will not delay to do you Right and Justice. Till when, Sir, I must take leave to subscribe my self

Your Friend and Servant,

D. P.

A Letter from one Gentlewoman to another, recommending a Servant-Maid to her, &c.

Madam,

I Have made bold to recommend the Bearer hereof to you, hoping you will Entertain her in the Nature of a Servant. As for her Qualifications in whatsoever Employ she will undertake, let my Word be her Security for her performance, her Abilities being well known to me; and for her Truth, it has hitherto been unquestionable. Wherefore, submitting the rest to your Discretion, I take leave to write my self,

Madam,

Your very humble Servant,

A. P.

The Answer.

Dear Madam,

I Cannot but in gratitude return you Thanks for the Kindness you have done me ; yet at the same time must acknowledge that too small a Requitall, not only for this but the many Favours you have done me, for which I stand indebted to you ; wherefore I must make it my study, how in some better way I may make you a requital ; and till then remain,

Madam, Your most obliged Servant,

A. R.

A Letter requiring the payment of Money, which may stand good in Law, &c. as a Receipt.

S I R,

I Find upon the stating the Accompts between you and me, that several considerable Summs of Money are due to me from you : wherefore having present occasion for Twenty Pounds, I would desire you to send it me by the Bearer hereof ; and, in so doing, you will very much oblige me : for indeed I would not have given you this trouble, had not my Business been urgent. As for the payment thereof, this Letter and the Bearer's Acquittance, shall be your sufficient Security and Discharge. In witness whereof, I have hereunto set my Hand this — Day of — Anno —

James Walkwell.

A Letter to require a Guardianship, &c.

S I R,

I Understand my very good Friend, Mr B — is departed this Life, and, as I well hope, and most heartily wish, gone to a Better ; wherefore as it was his frequent desire whilst he was living, that if he chanc'd to die suddenly (as now, to my grief, I am informed he did) That I would, as a Friend in whom he reposed much confidence, take his infant Son into my care and protection, till he arrive at Years of maturity. Now know, that in compliance

pliance with his desires, I make it, Sir, my Request that he may be sent to me : by which means an opportunity may be put into my Hands, and power to express, in the usage and tender care of the Son, the Love and Respect I bore to the Father. And so in hopes you will fulfil my Request, I remain

Your Friend to serve you,

T. B.

A Letter from a Son at School to his Mother.

Ever honoured Mother,

I Think my self in Duty bound to send you these Lines, as indeed I frequently ought to do, that I may put you in mind of my Duty, and the just Acknowledgments I make of your Love and tender Care over me : but especially that I may, at the return of the Bearer, be informed of your Health and Welfare, in which I must confess all my Joy and Happiness on this side Heaven consists, as publicly owning, that next to God I owe my Life and Felicity to you, and in your Happiness can only rejoyce; for the continuation of which, my Prayers shall at no time be wanting, nor my Endeavours to perform whatever your Commands shall enjoin me as far as it lies in my power. And so I take leave to subscribe my self,

Your most obedient and dutiful Son,

A. P.

A Letter of Trade and Commerce.

S I R,

I Send you with this Letter the several Goods you bought of me, with a Bill of the Parcels inclosed, whereby you may understand the several Prizes; and as for the other Goods I promised to procure you, I cannot as yet furnish you with them, forasmuch as they are not as yet taken up, but are expected daily to be landed : wherefore assure your self, I will not suffer you long to be without them, but will make it my constant Business to serve you in that, or in any thing else you shall command, that

lies in my way. Wherefore taking leave at present, I remain,

Sir,
Your most Humble Servant,

T. G.

A Letter of Trust.

S I R,

WHen you have perused this Paper, you will understand I would have you give Credit to the Words of the Bearer, as to what he shall relate more than is contained herein, or more indeed than I thought on this occasion necessary or convenient to commit to Paper; nor need you fear to entrust him with any Secret, for I have proved his Fidelity, and am altogether assured you may put Confidence in him, tho' in Things and Affairs of the greatest Consequence or Moment So submitting the rest to your Discretion, I take leave to subscribe my self

Your Faithful Friend and Servant,

T. R.

A Letter of Acknowledgment.

S I R,

THese are to certify you, that I have received the Moneys and Goods according to your Order, and am not only bound to confess my self highly obliged to you for so great a Kindness, but promise to make good Payment and Return, whensoever it shall be your pleasure to demand it: And when I have done that, I must still remain a Debtor to your Generosity, and ever own my self,

Sir, Your most obliged Servant,

N. D.

A Letter of assured Friendship.

S I R,

I Understand that you have some scruples whether the marks of my Friendship are real or no; truly I ought to blame you for doing me so much injury. If you knew me better, you would doubtless never have

have harboured the least thought of that Nature; but perhaps you do it but to try my temper; well, Sir, notwithstanding what has already passed, I again give you my word in the Sacred Name of Friendship, that I am entirely yours, and beg that you would satisfy your self that nothing is in my Power but what you may Command; and so I rest

Your assured Friend,

L. Q.

A Letter of Consolation to one in Prison.

S I R,

I Cannot but condole your unhappy Condition; and as I had the happiness to participate in your Prosperity, so give me leave to share with you by Sympathy in this your Misfortune, and, as a true Friend, to bear a part as much as may be in your Sufferings; and entreat you, however grievous such a Restraint may prove to so Noble and Generous a Soul as yours, that you would not afflict your self, but bear with your wonted Patience and Bravery of Mind, what cannot at present be helped or redressed, considering such Casualties and Chances frequently befall Mankind; and let it more immediately, Sir, be your comfort, that it happens not by any Neglect or Extravagance of your own, that your Fortunes are sunk thus low, but by inevitable Losses and Mischances, that have even conquer'd your Diligence, and baffled your Industry, insomuch, that I may say, that Fortune herself strives against you. Yet be not cast down, but think that you may yet live, not only to overcome this Storm of Adversity, but to see many prosperous Days. Remember the Eclipse Holy Job suffered, and with him be comforted, that *your help is in the Lord, and that God will not leave nor forsake those that trust in him.* These things I thought fit to put you in mind of, in hopes they

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may establish you in an unconquerable Resolution, to undergo what is laid upon you, till it can be redressed: And so till I have the opportunity to pay you a Visit, I take leave to subscribe my self,

Sir,

Your constant and most faithful Friend to serve you,

T. D.

A Letter to Congratulate a Party upon his overcoming any Danger, or being freed from Trouble, &c.

S I R,

I Am not a little over-joy'd that the opportunity is put into my Hands, whereby I have leave to express how much I am concerned for your deliverance, the News of which was more pleasing to my Ear, than the sound of melodious Musick; banishing at once from my Heart, that sorrow and melancholly my Fears had created on your behalf, and re-established in their places, that Tranquility of Mind, that renders me all Joy and Lightsomeness, more perhaps than I can reasonably expect should gain belief, were it related; however, I shortly intend, God willing, to wait upon you, and express my self in another manner. Till when, Sir, I am

Your loving Friend and very humble Servant,

T. G.

A Letter from a Wife to her Husband, accusing him of Delay.

Dear Husband,

I Take this occasion to write to you, that I may put you in mind of your promise, which you made me of returning at a certain Day, which now is past, and yet I hear no certainty when you will be with me; wherefore I cannot but tax you with unkindness, unless I should flatter my self that some new occasion of your delay has happen'd, or some cross accident fallen out; and if so, yet me-

methinks you might have been so just to my Fears as to send me word, that being thereby better satisfied, I may restrain the Disorders that sundry Conjectures have raised in me, nor would you sure have delayed it, if you knew, or were sensible of the Afflictions I undergo, by being hurried upon Uncertainties, especially if the Ties of our former Love has suffered no violation, or is not on your part chill'd with the blasts of Coldness and Indifferency. However, let me at last hear from you, that I may rest better satisfied, and till then I remain

Your loving Wife,

A. D.

The Answer.

Most Loving Wife,

I Received your Letter, wherein you spare not to accuse me of Neglect, in which indeed I will not altogether undertake to justify my self, especially in that part which relates to my not sending to you, though it rather happened through hurry of Business and Affairs that I have unexpectedly met with, than through any Coldness or Disrespect for her, whom I sincerely profess to love and esteem above all Earthly Things. Therefore let me intreat you to calm your Fears, and add a little to your Patience for a few Days, at the end of which, I shall not fail to be with you, and render you a better account of my Business, as I well hope to your satisfaction. Till when I heartily Subscribe my self

Your kind and ever-loving Husband,

E. D.

A Letter of Complément from one Gentlewoman to another, in excusing a Visit.

Madam,

I Profess I know not how sufficiently to express my self in such obliging Terms, as may be sufficient or capable of carrying with them so much as the face of an Excuse for the late unseasonable Visit I gave your Ladyship, tho' when I consider your

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good

50 *Choice Letters on several Occasions.*

good Nature, Gentleness, Generosity, and Easiness to Pardon and Forgive, I lay somewhat a bolder stress upon the Lines which I send to plead for me, and on my behalf: However, if you forget my unseemly intrusion, I have thus much to say, That I must wholly attribute it to your Goodness, and shall never cease to be an Admirer of your Vertues, whilst I am,

Madam, Your Faithful Friend to serve you,

A. G.

The Answer.

Dear Madam,

YOU need not have strained your self to excuse what I never thought a Crime, but rather look'd upon as a great Honour and Favour, being proud that you would grace my Habitation with your Presence. I might indeed excuse my self upon so sudden a surprize, for the poor Entertainment I could presently accommodate you withal. But I hope you'll be so favourable to me, as to guess at my good Intention, by the Ambition I have to be,

Madam, Your most obliged Servant,

M. L.

A Letter of Instructions to a Young Gentlewoman.

Madam,

HAVING had the honour not only to be acquainted with your self, but likewise with the rest of your good Family, I cannot but express the zeal I have to serve a Gentlewoman of such promising Towardness, as your Years give us a lively earnest to hope; and therefore thought fit to let you know, that it is the desire of your Parents, that you should be with me, in order to be instructed in such things as may render you more accomplish'd. And indeed, it is not the least of my Happiness that it is in my power, through my Labour and Industry, to contribute any thing to your Advantage; for let me entreat you not to delay coming to me with the first conveni-

conveniency, nor doubt to find such Welcome and Usage, as I hope will be pleasing and agreeable to your Humour and Constitution: Wherefore, in expectation you will comply with the desire of your Parents, and render me happy in your Conversation, I remain

Your real and most affectionate Friend,

A. P.

A Letter written to reclaim Youthful Extravagancies in a Son, &c.

S O N,

THE unhappy Report of your Vagaries and wild Extravagancies having reached my Ears, I could no longer refrain to let you understand, that I resent them very heinously, and am altogether displeased, that you should give up the Prime of your Years to such Follies, as you stand charged withal; especially when I expected other Fruits of my Labour and Care, to render you such an one as might be a Credit rather than a Reproach to me, you little deserving the Cost I have from time to time bestowed upon you in Learning, and other things, to fit and qualifie you for Employments, that might not only prove profitable, but render you accomplished: Nor is it the smallest part of my Grief to hear, that you are addicted to Drinking, and uttering profane Words and Expressions altogether unbecoming a Gentleman. Wherefore I conjure you, by all the bonds and ties of Nature and Affection, by which you stand bound and obliged to me, that you speedily reform your Ways and Actions, or expect to be ever disowned and rejected by

Your Incensed Father,

R. A.

A Letter

A Letter from an elder Brother to a younger, exhorting him to a good Behaviour and seemly Carriage.

Dear Brother,

I Thought fit, seeing you are arrived at sufficient Years of discretion, to put you in mind, that your childish Affairs ought now to be laid aside, and instead of them more serious thoughts and matters take place, that so you may add to the Reputation of our Family, and gain to your self a good Esteem, which is of great value, and ought to be prized at no common rate, as being the cheifest Adornment of Youth and Age; nor would I have you take this Admonition amiss, or altogether out of humour, and consequently term it out of season; but as the true sence and cordial desire of him that loves you, and wishes your Advancement and Welfare equal with his own, coveting nothing more than to see you thrive both in Wealth and Reputation. And so hoping this Advice will not be taken amiss, nor create any wrong understanding between us, I take my leave, and am

Your very loving Brother,

P. C.

A Letter of Thanks for an Advancement.

S I R,

THE Credit of your Letter having procured me what I desired and so earnestly wished for, I should prove my self very ungrateful if I should any longer delay to make an Acknowledgment of your Favour, wherefore I took the boldness to send you in this Paper my hearty and unfeigned Thanks, confessing them at the same time, as I always shall be ready to do, a poor and unworthy Return for so great a Kindness: however, I must entreat you, till I am in a capacity to send you a more suitable Acknowledgment, to accept them, or at least entertain them as a pledge of my Respect, till my future endeavours speak more largely
the

the Sentiments of my Soul; and till then, all I can do more is to subscribe my self,

Sir, Your most devoted Servant,

T. R.

The Answer.

S I R,

THe Acknowledgment you have already made me, deserves a greater Favour than any thing that is in the compass of my power can oblige you withal, and it is not the least of Happiness, that it so luckily came into my mind, to think of the way I did to oblige you, nor shall either my Studies or Endeavours be wanting to serve or oblige you in what I may, though I dare not imagine it will ever be in my way to do for you, according to your Worth and Merit; however, let it be taken in good part, that nothing shall be wanting in me so far as my Ability or Interest will any ways contribute to your Welfare; nor let it at all concern you to make any further Requital for what is past, seeing I voluntarily own that I am already more than rewarded if we come to weigh the merit of so trivial a thing. And so, Sir, making it my Study to find out new ways to oblige you, I remain

Your cordial Friend, and most humble Servant,

A. L.

A Letter to Congratulate a Person upon his Return out of Foreign Parts, or from a long Journey.

S I R,

I Am overjoy'd at the News of your happy Return, and the more, because the Assurance I have of your safety has banish'd those Fears that oppress'd me when you were absent, lest some Misfortune or sad Mishap had befallen you; yet, at the same time I must accuse my self for sending you a Paper, when indeed I ought to have waited upon you in Person, though in my Defence I may say thus much, that had not extraordinary Business detain'd me, I had not failed to have been with you; how-

however, that business once dispatched, I will no longer delay my coming, to let you, by word of Mouth, more plainly know how much I am,

Sir, Your very humble Servant,

T. B.

*A Letter to Congratulate one recover'd from
Sickness, &c.*

S I R,

I Send this Paper to let you know, that I am not ignorant of your Recovery from the dangerous Sickness, which, to my very great Sorrow, I perceived the last time I was with you, had brought you in a manner to the very brink of the Grave, though I must acknowledge you made the best of it, by bearing your Affliction with invincible Patience, and made your Suffering seem light, because you would not see the Afflictions of your Friends, who incumbred you with their Lamentations: But now the storm is over, and all is calm again, what can they or I do more than rejoice? Like Mariners, that after a tedious and threatening Tempest, have brought their Ship safe into an Harbour, and have leisure to refresh themselves on some hospitable Shore, it happens with us, who, after much perplexity and disquiet of Mind, have at last found ease and refreshment in the Recovery of our Friends; the which I heartily wish may continue, and in hopes thereof, I flatter my self with a more than ordinary Felicity, and am,

Sir, Your ever constant and faithful Friend,

C. G.

A Letter of Intreaty to ask a Favour, &c.

S I R,

BY your reiterated Favours, and frequent Promises of Kindness, I am emboldned once more to press and intrude upon your good Nature with a further Request, the purport of which is, that you would be pleased to send me by this Bearer, the
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Summ of Twenty Pounds; tho' indeed I cannot, considering the frequent Obligations you have laid upon me, ask it without a Blush; however my necessity compels me to it, and all I can say for my self, is, That besides my denominating you the best of Friends, I must make it my business to inform my self how I may, in some measure, gratifie you for the Benefits I have received, and ever remain,

Sir, Your most obliged Servant,

T. K.

A Letter of Promise from one Party to another.

S I R,

I Am not forgetful in what Nature I made you a Promise, and doubt not, but that you expect I should fulfil it, than which I intend nothing more: However, I must beg your Pardon, if I cannot do it so soon as is expected, tho' I am not in the least forgetful; nor do I ever intend to be, till I have given you that Satisfaction, which I question not may be answerable to your Desires: And so, Sir, using my utmost diligence to answer with all convenient speed your expectation, in discharging my word and plighted troth, I remain

Your Servant to Command,

T. G.

A Letter of Thanks for a Present received.

S I R,

Should I be wanting to return you my Thanks for the Present you sent me, I might be censur'd not only to be unworthy of it, but likewise of your favour and good Opinion, which I most of all esteem; and therefore to avoid any such misfortune, I send this Paper as the silent Messenger of my unfeigned Thanks and good Wishes towards you, not doubting speedily to give a better demonstration of the Esteem I have for you, and of the Respect I bear you: However hoping, as a Friend, you will be pleased at present to take this in good part, I rest
till

till a better opportunity enables me more fully to
express my self, Sir,

Your most devoted Servant,

A. P.

*Thus, Reader, my first Task is at an end,
Which I, as useful, to the World commend :
Yet leaving it for those to judge who read,
I now to things more useful do proceed.*

*Stiles and Titles of Honour, &c. Or, True In-
structions for External and Internal Super-
and Subscriptions of Letters, according to
the best Rules and Methods, in use amongst
the most Ingenious Secretaries, &c.*

R Eader, having given you a prospect of the
intent, purport, sundry kinds and manage-
ment of Letters as to Matter and Form, &c. toge-
ther with Examples of the most curious Letters of
all kinds, especially such as are necessary for the
intended Purpose and Design; I think it fit to add
more Curiosities, so that nothing may be wanting
that is any ways suitable or convenient, (*viz.*)

1. When you write to any Person, if you would
have it well accepted, you must consider his or her
Title, Degree, or Alliance, and so frame your
Complement, Superscription, and Subscription ac-
cordingly : And that you may know how to distin-
guish in this case, as to Titles of Honour or Re-
spect, take notice, in your Addresses this Form is
mostly in use, *viz.*

To the King ; Sir, or *May it please Your Majesty ;*
and sometimes, *Sacred Sir, Dread Sir, Liege, Lord, &c.*
To

To the Queen ; *Madam*, or *may it please Your Majesty*, or *Most Sacred Majesty*.

To the Prince ; *Sir*, or *May it please your Royal Highness*.

To the Princess ; *Madam*, or *May it please your Royal Highness*.

To a Duke ; *My Lord*, or *May it please your Grace*.

To a Dutcheſs ; *Madam*, or *May it please your Grace*.

To a Marquis ; *My Lord*, or *may it please your Lordship*.

To a Marchioness ; *Madam*, or *May it please your Ladyship*.

To an Earl ; *My Lord*, or *Right Honourable*.

To a Countess ; *Madam*, or *Right Honourable*.

To a Viſcount ; *My Lord*, or *Right Honourable*.

To a Viſcountess ; *Madam*, or *Right Honourable*.

To a Baron ; *My Lord*, or *May it please your Lordship*.

To a Baroneſs ; *Madam*, or *May it please your Ladyship*.

To a Baronet ; *Sir*, or *May it please your Worſhip*.
And to his Lady ; *Madam*, or *May it please your Ladyship*.

To a Knight ; *Sir*, or *Right Worſhipful*. And to his Lady ; *Madam*, or *May it please your Ladyship*.

To an Eſquire ; *Sir*, or *May it please your Worſhip*.

And indeed, *Sir*, or *Much Honour'd*, is uſed to Gentlemen in general ; as *Madam*, or *May it please you Dear Miſtreſs*, is uſed to the contrary Sex of any degree, inferour to what I have named : though in caſe of writing to a Duke, thoſe that will ſtrain to the heighth, ſtile him *Moſt High Potent and Noble Prince* : And a Marquis, *Moſt Noble and Potent Lord*, and the ſame to an Earl ; and alſo to a Viſcount, they give the Title of *Right Potent and Noble*

Noble Lord; and to a Baron, *Most Noble Lord*; and so to the rest in order, according to their Dignity or Degree, nay, according to their Advancement, and Places of Honour; for although they may be of a meaner Quality, yet their Places of Honour and Trust may equalize their Titles, during the continuation of that Preferment. As when the Lord Chancellor, or Lord-Keeper of the Great Seal, Lord-Treasurer, and Lord Privy-Seal, take Place next the Princes, &c. of the Blood-Royal; and so, as the former, in respect of their Offices, the Lord-High-Chamberlain of *England*, the Lord-Steward of the King's Household, and the Lord-Chamberlain of the King's Household, take the Places of Earls, and are stiled, in what degree soever they are, *Right Honourable, &c.* nor can I imagine it less than commendable for Inferiors rather to superabound than lessen or detract from the Titles of Honour, or Respect they ought to have for their Superiors.

There are other Titles which are proper external Supercriptions, or such whereby the Letter is directed, if it be not sent by a special Messenger, and, many times, not amiss to be inserted, although the Messenger be special, and then to be written upon a Paper that covers the Letter, the inclosure not being sealed to prevent tearing, as often in other Cases it happens: And these are as follow, seldom varying, unless some addition be made in respect of several Titles centring in one and the same Person, which is frequently left to the discretion of the Supercriber, *viz.*

To the King, or, To His Most Excellent Majesty, or, To the Most Sacred Majesty of W. the Third.

To the Queen, or, To the Queen's Most Excellent Majesty.

To the Prince, or, To His Royal Highness.

To the Princess, or, To Her Royal Highness.

And in case of the Lords Spiritual, viz.

To

To His Grace, the Lord A. B. of Cant.

To His Grace, the Lord A. B. of York.

And frequently the style is, *To the most Reverend Father in God, &c.* If to other Bishops, *To my Lord,* or, *To the Reverend Father in God, &c.* And to the other inferiour Clergy, *Reverend Doctor,* or otherwise, according to their Degree and Quality. But if you write to a Temporal Lord, you must vary the style after this manner, as, *To His Grace, the D. of B.*

To the Right Honourable, the Marquis of H.

To the Right Honourable, the Earl of S.

To the Right Honourable, the Lord Viscount M.

To the Right Honourable, the Lord B.

Nor ought the Sons of the Nobility to be dignified, though not the immediate Heirs, with less than the Title of *Honourable*, as being their due by Birth-right; and to a Knight and Baronet, by Virtue of his Patent, the Title of *Honourable and Right Worshipful* is given. As likewise the latter to a Knight, and *Worshipful* to an Esquire.

Every Privy-Counsellor, though not a Nobleman, is styled *Right Honourable*; all Embassadors have the style of *Excellency*; as likewise has the Lord-Lieutenant of *Ireland*, and the Captain-General of His Majesty's Forces, when in being: Nor has the Lord-Mayor of *London*, during his Mayoralty, a less Title than *Right Honourable*, and the Sheriffs, during that Office, are styled *Right Worshipful*; nor does any thing less than the Title of [Esquire] extend to the Mayors of any Corporation, &c. after their Mayoralty is expired. As for Titles, or rather Complemental Civilities, due to Persons of lesser Rank, I leave them to the Discretion of the Writer, to suit them according to their Dignities, or the occasion of his Writing; and so I proceed to other Matters necessary to be known.

Subscriptions,

Subscriptions, and other curious Matters worthy the notice of the Reader; together with Directions for Pointing and Noting the Stops, &c.

AS for Subscriptions (which are those that are written under the Letter) they are no other than the Complements of the Writers, to which their Names are affixed, yet ought to express in some measure the Quality of the Person, by an owning Superiority in him to whom the Letter is directed, or a Power and Authority in him who writes it, over him to whom it is written; on the other hand, Friendship, Equality, or Familiarity.

When we write to Persons of Quality, we leave a large distance between the body of the Letter and the Subscription, as likewise in case of the internal Superscription, which signifies the greater Respect. And if Letters of Business, or from any strange Place are required, you must on the left Hand set down the Date of the Month, and the Name of the Place, which indeed may not be amiss in any kind of Letter, unless you would not discover the Place from whence you send it. Wherefore, having thus hinted it, I leave the rest to the Discretion of the Writer, ever minding him to write in such a style as may be most suitable to the Capacity of those he writes to, and suitable to the Business or Affair he writes about, not affecting any Singularity or Formality, nor making too often a repetition of unnecessary or affected Words; considering in the most seemly manner to suit what we write, as I before have hinted, to the Capacity, Quality, Sex and Age of the Person to whom it is intended. Nor must brevity and plainness be rejected, no, nor fairness in Writing, especially by those

those who are not much incumbered with Business, and have time to deliberate on it; for, by so doing, together with true Spelling, great Applause is frequently gained; nor must the making-up or sealing, be uncomely: But that which among the Learned is accounted the most necessary thing in writing, is the Art of True Pointing; and because many are ignorant therein, (by which means their Letter may bear false Constructions, and so disappoint their Expectations) I shall give some brief Directions to that purpose.

Directions for True Pointing, &c.

THe Points or Stops are principally Six, and are Characteriz'd in this manner, as they are generally found both in Writing and Print, tending to the great Advantage of either.

- | | | | |
|-----------------|---|---------------------|---|
| 1. A Comma | , | 4. A Period | . |
| 2. A Semi-colon | ; | 5. An Interrogation | ? |
| 3. A Colon | : | 6. An Admiration | ! |

A *Comma* (,) being the first of these, though by some 'tis held the least significant, is most frequently used: for requiring little or no breathing, or pause, it is the oftener used; and that principally for the Smoothness and Intelligibleness of Style.

2. *Semi-colon* (;) is that which carries a greater stress than the former, both in relation to the Sense and Pause, and is a medium between a *Comma* and a *Colon*, of late Invention; for indeed anciently there were no more Points than a *Colon* or *Period*, except the Sentence was Interrogatory or Exclamatory.

3. A *Colon* (:) was used properly, when the Sentence was not spent or ended, though the full Sense

Sense was expressed, but now much oftner in use, by reason of the Accession of new Points.

4. A *Period* or *Full-Point* (.) is placed where the Sentence or entire Sense ends, not needing any further Explanation, &c.

5. A Note of *Interrogation* (?) or asking Questions, is placed at the end of a Sentence which demands a Question, and requires an Answer, &c.

6. A Note of *Admiration* (!) is when any Person expresses himself in Wonder and Ecstasie, with lifting up Hands or Eyes, &c.

There are, besides these, Thirteen other Notes commonly used, though not so frequently, nor indeed are they so necessary as the former. However, I shall set down their Characters, and show their use, &c.

1. An <i>Asterism</i>	*	8. An <i>Index</i>	
2. An <i>Hyphen</i>	-	9. A <i>Parenthesis</i>	()
3. A <i>Caret</i>	^	10. A <i>Crotchet</i>	[]
4. An <i>Obelisque</i>	†	11. A <i>Section</i>	§
5. A <i>Separation</i>	—	12. <i>Parallels</i>	
6. A <i>Quotation</i>	"	13. A <i>Paragraph</i>	¶
7. An <i>Apostrophe</i>	'		

1. *Asterism* (*) or *Little Star*, is frequently used when any Sentence or History is alluded to, or may be compared with another.

2. An *Hyphen* or *Division* (-) is of no other use than for *Connexion* (as a *Burnt-offering*) or when at the end of a Line it directs half a Word to the other half in the next Line.

3. A *Caret* (^) is used to no other end, than to mark where Words that are left out and interlined, ought to come in.

4. An *Obelisque* (†) or *Dagger*, is generally used to refer from the Substance to the Matter in the Margent, in comparing the signification of the Word in several Languages.

5. A *Separation*, (--) as I have hinted, divides or directs to a Word, which is half in one Line, and half in another.

6. A *Quotation* (") is, when a Party borrows or cites the Words of another, they being expressly the same.

7. An *Apostrophe* (') is the cutting off of a Vowel for shortness, and is most commonly used in Verse.

8. An *Index* (☞) is used to point at, or mark out some notable Sayings, or the stress of the Matter.

9. A *Parenthesis* () denotes the inclosed Words to sound somewhat different from the rest, which indeed are properly Sense without them, and altogether coherent, but the expression of the matter not altogether so plain and effectual.

10. A *Crotchet* [] differs little from a *Parenthesis*, and is frequently used when some extraordinary Word is to be noted, and for the more immediate Remarks sake is included; and sometimes a whole Sentence, but indeed is frequently used to explain the meaning after a *Parenthesis*.

11. A *Section* (§) is when a large Discourse or Treatise is divided into many Parts, and takes its name from cutting or dividing, &c.

12. *Parallels* (||) are placed to compare the Significations of several Texts or Interpretations of Words of divers Languages, bearing one and the same meaning, though somewhat different in the Expression.

13. A *Paragraph* (¶) is no more than a compact number of Lines, the which, although they are placed in a large Volume, refer to no more but themselves, as being entire and independent, as we vulgarly call it; they make a Story of themselves; and in this case, the Mark abovesaid precedes the first Sentence. And indeed, these Points, especially the former Six, are so necessary, that
many

many times for want of them the Sense may be mistaken, or the true meaning of it perverted, even to the prejudice of the Writer : Nor was any thing more the occasions of the Mistakes of those who consulted the Oracles of Old, than the want of a true observance of the Points, by reason that the Sentences delivered as their Answers, commonly bore a double Construction and Meaning ; so that by such Sophistry the Devil deceived and deluded his ignorant Votaries : and truly many wicked Persons have by his Example served themselves in this kind ; that if so their Villany happened to be detected, they might find a Pretence to evade it, and assert their meaning to be otherwise : And of these I might instance many ; but designing brevity, I shall pass them over.

*Thus, Reader, having my first Task fulfill'd,
I to your Hands the fragrant Garland yield,
Adorn'd with Roses, deck'd with Lilies round,
Such as in Ages past were never found :
And though they in their native Garb appear,
No Thought can form with Reason what's not here.
In all I promis'd, you will find me just,
For which I beg to gain a further Trust ;
I beg once more those winding Paths to tread,
That to the various Lands of Profit lead,
To bring from thence rich Wares, as needs must be
Grateful to Mankind, in a huge degree ;
Such as to Youth and Age may welcome prove,
And let them see how for their Good I strove ;
How for their Ease I've brought into One Field
The straggling Crop a Hundred late did yield.*

The End of the First Part.

PART

P A R T II.

Useful and Advantageous Instructions for the making all such legal Writings as are vulgarly in use; most fit, and chiefly design'd for such as are unskilful in that way, to be made use of upon any sudden Emergency, and to supply the Occasions of Friends, Neighbours, &c. in case of the want of a Scrivener.

HAVING given such Necessary Instructions for Writing Letters, and the Art of managing them to the highest degree, in what relates to common Affairs, being further confident, that Matters whereby Conveniency, Profit and Advantage may arise, are ever the most acceptable, I have in this *Second Part* thought fit to proceed, in order to what cannot reasonably be supposed to fail my Expectation, but rather to heighten it, and give the Reader and Practitioner (in such Affairs) all imaginable Satisfaction, by setting down, in the exactest manner, the most legal Forms of such Writings as are vulgarly in use between Man and Man, &c. With many other things of the like nature, whereby an indifferent Scholar may be enabled upon any emergency to supply the wants and occasions of his Friends, Neighbours, or any other Person, without the assistance and charge of a Scrivener or Attorney, who are not at all times, nor in

F every

every place to be found. But not longer to prologue upon a matter of such importance, that is able to speak for it self, I shall proceed to what is exemplary; and first, I shall open my Design with sundry Forms of Acquittances to be given or taken for the greater safety and security of the Person paying or receiving Moneys, either in way of Trade, Traffick, or upon any other account whatsoever.

An Acquittance for Money paid in part of a Bond.

R Eceived, May the Second, 1698.
of Oliver Wittany, the Summ of
Five Pounds-ten Shillings and six Pence,
in part of a Bond of Twenty Pounds,
due and payable to me on the Twenty
eighth Day of March last past, and
bearing date the Twenty eighth of
September, Ann. Dom. 1694. in acknow-
ledgment of which Receipt of the said
Summ of Five Pounds ten Shillings
six Pence, I have hereunto set my
Hand the Day of the Date and Year
first above-mention'd.

l. s. d.
05 10 06

Witness,

Thomas Leighton.

Abraham Cornelius.

A Receipt, or Acquittance to be given by an Apprentice, Clerk, or Menial Servant, on the behalf of his Master, &c. when authorized.

June the First Day, 1698.

T HEN Received of William Walcomb
the Summ of Five Pounds ten
Shillings and six Pence, being in part of
other Summs and Accompts, yet de-
pending and remaining unpaid. I say
Received for the use of my Master
Thomas Grant,

l. s. d.
05 10 06

By me, John Serrewell.

Ans.

Another of the like kind in full.

Received the Second of June, 1698.

of Mr. *William Holiate*, the Summ of Ten Pounds, which, by virtue of sufficient Authority so to impose and authorize me, I do acknowledge to have received in full of all Accompts, for the use of my Master *Tho. Wenton*. In Witness whereof, I have set my Hand the Day and Year above-mention'd.

l. s. d.
10 00 00

Robert Wingate.

An Acquittance in full for Money, in way of Trade, or Lent without any Obligation.

May 3. 1698.

Then Received of Mr. *John Paywell*, the Summ of Ten Pounds, due from him to me upon Accompt, and is in full for all, and all manner of Debts, Dues, Demands or Accompts, due from him to me, or any ways depending between us, which in Law or Equity I can justly or lawfully demand, or lay claim to. In Witness whereof, I have set my Hand the Day of the Date and Year above-mention'd.

l. s. d.
10 00 00

Witness,

Arthur Reinel.

Alexander Summerton.

An Acquittance in full, for a Horse, &c.

Received, June the First, 1698, of *William Berkshire*, the Summ of Fifteen Pounds five Shillings, in full for one Bay Gelding fifteen Hands high, vouched and sold by me to him the said *William Berkshire*, in open Marker, the Date of the Day and Year above-mention'd. In Witness whereof, I have set my Hand.

l. s. d.
15 05 00

Witness,

James Driver.

Thomas Carter.

F 2

*An Acquittance in full for Rent.**May the Sixteenth Day, Anno Dom. 1698.*

Then Received of Mr. John House-
man, the Summ of Seven Pounds
Ten Shillings in Money, and Ten Shil-
lings more which I have set off and dis-
counted for, and in consideration of
his paying so much for Taxes on my
behalf; which Summ of Eight Pounds } *l. s. d.*
is in full payment for a Quarter's } 08 00 00
Rent, due from him to me (for the
Messuage or Tenement in which he
now dwelleth) at the Feast of the An-
nunciation of the Blessed Virgin last
past: In acknowledgment and witness
whereof, I have set my Hand, the Day
and Year of the date above mention'd. }
Witness, *Abel Saywel.*
Benjamin Ridgely.

Another Acquittance for Rent.

Received, May the Fifteenth, 1698,
of James Broghill, the Summ of } *l. s. d.*
Twenty Pounds, being in full for half } 20 00 00
a Year's Rent, due at our Lady-day last
past, from him to me, for his Farm
situate in the Parish of Mitcham, in the
County of Surry. I say, Received
By me *Andrew Winton.*

*A plain, short, and ordinary Acquittance, which may
serve upon any occasion.*

Received, May the Tenth, 1698, of } *l. s. d.*
James Shurley, the Summ of } 25 04 00
Twenty five Pounds Four Shillings, in
full of all Accompts. I say, Received
By me *Thomas Longdale.*

Acquittances

Acquittances proper to be given by a Brewer's Clerk.

May the First, Anno Dom. 1698.

Then Received of Ralph Filpot, for
Ten Barrels of Beer, and Four of
Ale, Ten Pounds Ten Shillings, at Fif-
teen Shillings per Barrel. At which
time Ten Barrels of Beer, and One of
Ale rested upon the whole Accompt.
In consideration of the Receipt of
which Summ, to the use and behoof
of my Master, Mr. Thomas Higdale, I
have in witness thereof, hereunto set
my Hand, the date of the Day and Year
above-mention'd.

l. s. d.
10 10 00

James Nash.

An Acquittance in full on the like Account.

Received this Tenth of May, 1698.
of William Lee, Victualler, the
Summ of Ninety Pounds, for Ale and
Beer, to him and to his behoof delive-
red, by the order of my Master Mr.
James Johnson, and is in full of all Ac-
compts between the same James John-
son and William Lee. In witness where-
of, I have set my Hand, the date of
the Day and Year abovesaid.

l. s. d.
90 00 00

Walter Grimsby.

After this manner (though with somewhat of
Alteration) for things that in variety require to be
mention'd as to their Name and Quality, may any
Acquittance be made, tho' in case of a full pay-
ment. If in a concern of moment, nothing is more
proper or safe than a General Release; which, if
given in the Presence, and attested under the Hands
of good Witnesses, many times secures the Party
from Cavils or Exceptions, that may be made or
raised about the Insufficiency of an Acquittance;

wherefore I shall in the next place proceed to give you the Form of that Indemnity, that is past any peradventure of defect, if legally obtained, and truly dated.

The Form of a general Release.

K Now all Men by these Presents, That I *James Wills*, of *Gravesend*, in the County of *Kent*, Mariner, have demised releas'd, and for ever quitted Claim, and by these Presents do Demise, Release, and for ever quit Claim to *Christopher Bedrow*, of the City of *Canterbury*, in the County aforesaid, Merchant, his Heirs, Executors and Administrators, of all and all manner of Action and Actions, Suits, Bills, Bonds, Writings Obligatory, Debts, Dues, Duties, Accompts, Summ and Summs of Money, Leases, Mortgages, Judgments by Confessions, or otherwise obtained, Executions, Extents, Quarrels, Controversies, Trespasses, Damages and Demands whatsoever, which in Law or Equity, or otherwise howsoever, I the said *James Wills* against the said *Christopher Bedrow* ever had, and which I, my Heirs, Executors or Administrators, shall or may have Claim, Challenge or Demand, for or by any Reasons, Means, or Colour of any Matter, Cause or Thing whatsoever, from the Beginning of the World, to the Day of the Date of these Presents. In Witness whereof, I have hereunto set my Hand and Seal, this Fourteenth Day of *April*, in the Tenth Year of the Reign of our Sovereign Lord *William* the Third, King of *England*, &c. and of Man's Redemption, 1698.

Seal'd, and Deliver'd
in the presence of
James Barker,
Tho. Singleton.

James Wills. ●

As for this Form, it may serve upon any occasion
of

of this nature, and include two or more Persons; if the Matter require it; but then the Names of the Releasers, and the Released, must be inserted with the Place and Country, as also their Quality, and the Letter *I* must be changed into *we*, and *my* into *our*, as also *his* into *their*, &c. Though indeed, in such a case, the Charge and Trouble not being great, each individual Person would be more assuredly secured, if he procured a Release, in which himself is only included as the Released: However, for the better Satisfaction of those who would not be at so great a trouble of writing that twice, which they imagine, and indeed may prove sufficient, having done it once, amongst honest and well-minded Persons, I'll set down the Form of a Double Release.

The Form of a Release wherein more than One is included.

K Now all Men by these Presents, That we *George Willis*, of the Parish of *St. John at Hackney*, in the County of *Middlesex*, Gent. and *Thomas Barber*, of *Edger*, in the same County, Husbandman, have jointly and severally Remised, Released, and for ever quitted Claim, and by these Presents do Remise, Release, and for ever do quit Claim to *James Percy*, and *William Symms*, of *London*, Gentlemen, their Heirs, Executors and Administrators, of all and all manner of Action, and Actions, Cause and Causes of Actions, Suits, Bills, Bonds, Writings Obligatory, Debts, Dues, Duties, Summ and Summs of Money, Leases, Mortgages, Judgments by Confession, or otherwise obtained, Executions, Extents, Quarrels, Controversies, Trespases, Damages and Demands, which in Law, Equity, or other ways whatsoever, we the said *George Willis*, and *Thomas Barber*, against the said *James Percy*, and *William Symms*, ever had, and which we, our Heirs, Executors, or Administrators, shall or may have

Claim

112 *Usual Forms of Bills, Bonds, &c.*

Claim, Challenge or Demand, for or by any Reason, Means, or Colour of any Matter, Cause or Thing whatsoever, from the beginning of the World, to the Day of the date of these Presents. In Witness whereof, we have hereunto set our Hands and Seals this Twentieth day of *May*, in the Tenth Year of the Reign of our Sovereign Lord *William* the Third, King of *England*, &c. and in the Year of Man's Redemption, 1698.

Signed, Sealed, and Delivered
in the presence of

T. Meridon.
C. Gebernus.

George Willis. ●
Tho. Barber. ●

A most exact Copy of a Letter of License, usually granting and allowing time of safe Conduct to a Debtor incapable of making present payment; as in the Form, will more plainly appear.

TO all to whom these Presents shall come, we whose Names are here-under subscribed and annexed, Creditors of *Humphry Baldwin*, Citizen and Grocer of *London*, send Greeting. Whereas the said *Humphry Baldwin* doth now stand indebted unto us his Creditors, in divers Summs of Money, which we are truly sensible he is not at present able to pay: and we the said Creditors, and each of us respectively, being very well satisfied of the good intent and meaning of the said *Humphry Baldwin*, which he hath to pay us our said several Debts: Now know ye, That we the said Creditors, and every one of us, for the Considerations aforesaid, have given and granted, and by these Presents do give and grant unto the said *Humphry Baldwin*, our sure and free License, Liberty and Conduct as is in us, to go, come, pass and repass about his Business and occasions. for and during the term and space of Two whole Years from the date hereof, without Lett, Sure, Trouble, or Molestation

tion of us his said Creditors, or any of us, our, or any of our Heirs, Executors, Administrators or Assigns, or any of our Sute or Sutes; and if it shall happen that the said *Humphry Baldwin*, at any time during the said term of two full Years, to commence from the date hereof, shall by us his said Creditors, or any of us, ours, or any of our Heirs, Executors, Administrators or Assigns, or by any other Person or Persons, by, or through the Commandment, Will, Consent or Knowledge of us, or any of us or them, contrary to the tenor and true meaning of these Presents, be any ways Arrested, Sued or Molested in his Person or Goods, and be not thereof forthwith discharged and defended, that then the said *Humphry Baldwin*, his Executors, Administrators or Assigns, shall, by virtue of these Presents, be for ever clearly acquitted and discharged against, him or them, his or their Executors, or Administrators, by what means or consent the said *Humphry Baldwin* shall, contrary to the true intent and meaning of this our present Writing of Safe-Conduct, be vexed, sued, arrested attach'd or hindred as aforesaid, and there of not forthwith discharged and defended as aforesaid, and that it shall and may be lawful for the said *Humphry Baldwin* to plead and give in Evidence of this our present Writing of Safe-Conduct, as in full bar and discharge of the Debt and Debts of such Person or Persons by whom the said *Humphry Baldwin* shall be so arrested, sued or molested as aforesaid. In witness whereof, we the said Creditors of the said *Humphry Baldwin* have hereunto set our Hands and Seals the Twenty Eighth day of March, Anno Dom. 1698. Annoq; Regni Dom. Reg. Willielmi Tertii, nunc Angliæ, &c. Decimo.

Witness,

Adam Drake.
Benjamin Lane.
Thomas Smith.

Sam. Turvil.
Will. Placin.
Geo. Newled.

And so in two Rows, if one suffice not, you may have it subscribed with the Seals annexed ; and this Instrument must be Sealed , Signed, and Delivered by each individual Party, to your use and behoof, as an Obligation of that kind, and ought to be safely laid up, and carefully regarded. And seeing that a Letter of Attorney is wonderfully useful on sundry Occasions, as enabling Persons the better to act by their Agents, when themselves are incapable, or at the greatest distance ; subsequent to this, I shall give you the safest and most exact Form, &c.

The Form of a Letter of Attorney, to empower one to Receive or Sue for a Debt, and may serve in General, &c. the Name, and Circumstance of the Business being changed, as Occasion requires.

K Now all Men by these Presents, That I *Richard Wadder*, of *Hertford*, in the County of *Hertford*, Yeoman, have for sundry good Causes, and weighty Considerations, Nominated, Constituted, Ordained and Appointed , and by these Presents do Nominate, Constitute and Appoint, and in my stead and place, put my trusty and well-beloved Friend, *James Groby*, of *London*, Gentleman, my true and lawful Attorney, to Ask, Demand, Levy, Recover and Receive for me, and in my Name, and to my use and behoof, of *Will. Badding*, of C. in the County of *Essex*, Husbandman, the Summ of Forty Pounds, of good and lawful Money of *England*, which he the said *William Badding* oweth to me, & wherein he standeth bound unto me by his Bond, or Writing Obligatory, under his Hand and Seal, bearing Date the Twenty eighth Day of *March*, Ann. Dom. 1694. giving, and by these Presents, granting to my said Attorney my sole and full Power and Authority in the Premises, to Sue, Arrest, Implead, Imprison and Condemn the said

William

William Badding, his Heirs, Executors, or Administrators, for me, and in my Name, in any Court, Spiritual or Temporal, before any Judge or Justice; and the same *William Badding*, his Heirs, Executors, or Administrators, again out of Prison; to deliver at his discretion, and upon the receipt of the said Summ of Forty Pounds, or any part thereof, one or more legal Acquittance, or Acquittances, Discharge, or Discharges for me, and in my Name, to Make, Sign, Seal and Deliver; as also one or more Attorney or Attorneys under him, to Substitute or Appoint, and again at his Pleasure to revoke, and further to do, execute, perform, and finish for me, and in my Name, all and singular thing or things, which shall or may be necessary, touching and concerning the Premises, as fully thoroughly and entirely, as I the said *Richard Wadder*, in my own Person, might or could do in or about the same; Ratifying, Confirming and Allowing whatsoever my said Attorney shall so do, or cause to be done in the Premises, by these Presents: In Witness whereof, I the said *Richard Wadder* have hereunto set my Hand and Seal, the Seventh Day of *September*, in the Tenth Year of the Reign of our Sovereign Lord, *William* the Third, King of *England*, &c. and in the Year of our Lord God, One thousand six hundred ninety eight.


Richard Wadder. ●

In case any Person should undadvisedly give or grant any such Letter of Attorney which he, upon more mature Deliberation, is willing to revoke; then he may, for the repealing it, write and deliver his Form, as a publick Protestation against the Letter so granted in particular or general.

TO all Christian People to whom these Presents shall come, *Richard Wadder*, of *Hertford*, in the County of *Hertsford*, Yeoman, sendeth Greeting. Whereas I the said *Richard Wadder*, upon the Trust

Trust and Confidence which I had in *James Groby*, of *London*, Gentleman, did, by my Letter of Attorney, constitute and make the said *James Groby*, in my Name, and for all and singular my Goods, Debts, Dues and Demands whatsoever, my lawful Attorney, and did give him further Authority and Power to deal for me, as by the said Writing to him made more at large appeareth. Now, Know ye, That I the said *Richard Wadder*, for that the said *James Groby* hath, by colour of the said Authority to him given, behaved himself greatly to my hindrance, contrary to the Trust and Confidence I reposed in him, have Revoked, Countermanded, and made Void, and by these Presents do Revoke, Countermand, and made Void the said Letter of Attorney, and all the Power and Authority of the said *James Groby* to him given, as well by the said Writing as by any other means whatsoever, whereby he can or may pretend to have any doing or dealing for me, or in my Name, touching any thing that is mine. In witness whereof I have hereunto set my Hand and Seal the Seventh Day of *April*, in the Tenth Year of the Reign of our Sovereign Lord, *William* the Third, King of *England*, &c. and in the Year of our Lord God, 1698.


Richard Wadder. ●

 Note, That if it be made to Revoke a Letter of Attorney given for one certain Summ, that Summ must be only mention'd; but if no Limitation be set, you may express the Trust in general.

The Form of an Indenture of an Apprentice.

THis Indenture Witnesseth, That *Thomas Williams*, Son of *John Williams*, late of the City of *Bristol*, hath put himself, and by these Presents doth voluntarily, and of his own free Will and Accord, put himself Apprentice to *William Tradewell*, Citizen and Grocer of *London*, to learn his Art, Trade or

or Mystery, after the manner of an Apprentice, to serve him from the Day of the Date hereof, for and during the term of Seven Years next ensuing; during all which term the said Apprentice his said Master faithfully shall serve, his Secrets keep, his lawful Commands gladly every where obey, he shall do no damage to his said Master, nor see it to be done by others, without letting or giving notice thereof to his said Master. He shall not waste his said Master's Goods, nor lend them unlawfully to any. He shall not commit Fornication, nor contract Matrimony within the said term. At Cards, Dice, or any other unlawful Games, he shall not play, whereby his said Master may have Damage, with his own Goods, nor the Goods of others. He shall not absent himself Day or Night from his Master's Service, without his leave; nor haunt Ale-houses, Taverns, or Play-houses; but in all things behave himself as a faithful Apprentice ought to do, during the said term. And the said Master shall use the utmost of his endeavour to Teach, or cause to be Taught or Instructed, the said Apprentice, in the Trade or Mystery he now followeth; and procure and provide for him sufficient Meat, Drink, Apparel, Lodging, and Washing, fitting for an Apprentice, during the said term. And for the true performance of all and every the said Covenants and Agreements, either of the said Parties bind themselves unto the other by these Presents. *In witness whereof*, they have interchangeably put there Hands and Seals this Twenty ninth Day of *March*, in the Tenth Year of the Reign of our Sovereign Lord *William* the Third, King of *England*, &c *Annoq; Dom.* 1698.

 *Note*, In this case there must be a pair of Indentures, one of them to be signed by the Servant and delivered as his A&t and Deed to the use of the Master; and the other signed by the Master

ster, and deliver'd in like manner to the Servants; and the Seals to be in the middle of the Indenture, hanging by a slip of Parchment, as in case of an Indenture of Lease or Covenant.

The Form of a Will.

IN the Name of God, *Amen.* The Tenth Day of May in the Year of our Lord God, 1698, I Edward Mournful, of Stamford, in the County of Lincoln, Gentleman, being very sick and weak in Body, but of perfect Mind and Memory, Thanks be given unto God therefore, calling unto mind the mortality of my Body, and knowing that it is appointed for all Men once to die, do make and ordain this my Last Will and Testament: That is to say, principally, and first of all, I give and recommend my Soul into the Hands of God that gave it; and for my Body, I recommend it to the Earth, to be buried in a Christian-like, and decent manner, at the discretion of my Executors, nothing doubting but at the general Resurrection, I shall receive the same again by the mighty power of God. And as touching such worldly Estate, wherewith it hath pleased God to bless me in this Life, I give, devise, and dispose of the same in the following manner and form.

Imprimis, I give and bequeath to Mary, my dearly beloved Wife, the Summ of Two hundred Pounds, of good and lawful Monies, to be raised and levied out of my Estate, together with all my Household Goods and Moveables.


Item, I give to my well-beloved Son, Robert Mournful, whom I likewise constitute, make, and ordain my only and sole Executor of this my Last Will and Testament, all and singular my Lands, Messuages, and Tenements, by him freely to be possessed and enjoyed. And I do hereby utterly disallow, revoke and disannul all and every other former Testaments, Wills, and Legacies, Requests, and Executors, by me
in

in any ways before this time Named, Willed and Bequeathed, Ratifying and Confirming this, and no other, to be my Last Will and Testament. In Witness whereof, I have hereunto set my Hand and Seal, the Day and Year above-written.

Edward Mournful. . ●

Sign'd, Seal'd, Publish'd, Pronounc'd, and Declar'd by the said _____ as his Last Will and Testament, in the presence of us the Subscribers, viz.

*Peter Seafield,
Isaac Nevil, and
George Doron.*

 *Note*, That if any Legacies, or particular Summ or Summs of Money, Goods, Chattels, &c. be given, they must be mention'd, as the Names of those they are given to; and that, at this Day, Three Witnesses are required, not any of them being included by Name, in the Substance of the Will, as a Party concerned therein; for if so, the included Party is not held to be a legal Witness: And because, in case of Wills, many Controversies have arose, which have proved tedious and chargeable, I think it not amiss to cite the Opinions of the Learned in this kind, touching many things very material to be known.

Rules worthy of Observation, in Matters relating to Wills and Testaments, &c.

IF any Person Seiz'd in Fee, makes a Feoffment, declaring his Will, upon the livery of it unto a Stranger, to be, That the Feoffee shall stand Seiz'd to the use of the Feoffer, during Life, the Remainder to *William Simsley* in Fee. In this case it is held, That the Feoffer cannot alter this Will by his Last Will, albeit in the said Last Will he doth frustrate the former Will; because, say they, the Use is in him, in the Remainder upon the Livery; and it is in his

his power to sell or dispose of it. But it is otherwise if the Uses where declar'd to be the right Heirs of the Body of the Feoffor ; for if so, it may be in his power to alter his Last Will and Testament.

If a Testament bear date at *Paris* in *France*, it may be proved by the Executor in *England*, and it is a sufficient ground for the Executor to bring an Action for the Recovery of the Testator's Debts contracted in *England* ; but on the contrary, if the Obligation bear Date in *Paris*, then it is not sufficient to ground an Action upon, in any of our Courts.

It is further held, That if Lands be given to a Man for ever, by Will, that he hath a Fee thereby, and some think that he hath but a Freehold during Life, and no more : But on the contrary, if it be given to him and his Assigns, than he hath a Fee-simple.

If it so happen that any Party Wills me Fifty Pounds, when I shall be at the age of Twenty one Years, and it happen that I die before those Years are accomplished ; yet it is held that my Executors may recover the said Moneys at the time it should have become due to me. But if a Man gives his Land and Tenements to me and my Heirs, and it so falls out that I die before the Testator, then the Demise is held to be meerly void, and the Heirs cannot by virtue of that Will recover the Land : nor is their wanting that makes for the Truth of these in *Swinborn*, part VII. fol. 208. *Plowd.* fol. 250. as in the Case of *Brent* and *Rigden*. *Dyer*, fol. 59. *Plact.* 15. *Swinborn* V. part. fol. 313. *Godolphin*, part III. fol. 34.

If it happen that one possessed of Copy-hold, makes a Surrender of his Lands to the use of his Last Will, and then dies, the said Land cannot pass by his Will, but may by the Surrender, and the Will serves only as the Director.

In case a Man has a Term of Years in Land or Tenements, and the right thereof be in his disposal, and he, during the said term, grants it to a Stranger and dies, it is held, That the Wife can make no recovery of the remaining term of Years. *Perkin's Tit. Devises, fol. 107.*

More might be mention'd of this kind, but intending brevity, this at present may suffice to give an insight into further Matters, from which I proceed to other things of use, profitable and advantageous to the Reader.

The Form of a Deed of Gift.

TO all Christian People to whom these Presents shall come, I *George Wathingdon* send Greeting in our Lord God Everlasting. Know ye, That I *George Wathingdon*, for and in consideration of the Love, Good-Will and Affection which I have and do bear towards my loving Friend *Thomas Winterton*, of London, Merchant-Taylor, have given and granted, and by these Presents do freely, clearly and absolutely give and grant to the said *Thomas Winterton*, his Heirs, Executors, &c. all and singular my Goods, Wares, Plate, Jewels, ready Money, Household-stuff, Implements, Chattles, Leases, and all other Things to me belonging, and which I may justly claim as in right my own, whether alive or dead, as well moveables, as Things immoveable, both Real and Personal, in whose Hands, Custody or Possession soever they be, or wheresoever the same or any of them, or any part of them, can or may now or hereafter be found remaining or being, as well in the Messuage or Tenement, with the Appurtenances wherein I now dwell, as in any Place or Messuage whatsoever, &c. to have and to hold all the said Goods, Wares, Plate, Jewels, ready Money, Household-stuff, Implements, and all other the Premises, unto the said *Thomas Winterton*, his Heirs, Executors, &c. from henceforth

forth as his and their proper Goods for ever, absolutely without any manner of Condition, as I the said *George Wathingdon* have absolutely, and of my own accord, set and put in further Testimony. In Witness whereof, I have hereunto set my Hand and Seal, the Eighth Day of *May*, in the Tenth Year of the Reign of our Sovereign Lord, *William the Third*, King of *England*, &c. and in the Year of our Lord God, 1698.

Signed, Sealed, and Delivered
in the presence of

James Dowell,
Charles Duman,
Leonard Trusty..

George Wathingdon. ●

Things to be considered.

Note, That if it so happen, that a *Deed of Gift* be made for any particular Thing, or Parcel, that only must be mention'd : and if for Money in the Hands of a second Party, then it will be requisite to have a Letter of Attorney annexed to the Deed of Gift, empowering him to whom it is given, to receive it. as having the full Authority of the Donor so to do.

If the Deed specific and be made for Goods and Chattels, in consideration of a Debt, then the surest way is to have a Covenant in the same Deed, that the Donor shall permit the Donee peaceably and quietly to enter his House, or enter upon any other Place or Places where any such Goods shall be ; and from thence, without any lett or hindrance, to convey them away, in order to convert them to his own use.

If so it happen, that there is an Inventory of Parcels annexed to the Deed, then in the Deed ought to be a Covenant, binding the Donor not to waste, impair or imbezzle the said Goods, with his Acknowledgment that they are free from all former Gifts,

or.

or other Incumbrances, at the time of the Signing and Sealing, fixing, as a part of the Goods, a Three-pence, or any other convenient piece of Money in the Seal. But in case of Assurance for Debt of Goods and Chattels, the best way is held to be done by Bargain and Sale, indented with an Inventory of the respective Parcels annexed thereunto. And thus much for a *Deed of Gift*.

A short English Bill for Money.

K Now all Men by these Presents, That I *Jacob Gimbal*, of the Parish of *St. Margaret's Westminster*, Gentleman, do own and acknowledge myself justly to stand indebted to *Robert Calling*, of the Parish of *St Leonard Foster-lane*, in London, Haberdasher, the just Summ of Ten Pounds of good and lawful Money of *England*, and which I do hereby promise to pay unto him the said *Robert Calling*, on the Twentieth Day of *July*, next ensuing the Date hereof. Witness my Hand, this Twelfth Day of *June*, Ann. Dom. 1698.

Jacob Gimbal.

A short English Bill with a Penalty, &c.

K Now all Men by these Presents, That I *Ralph Shaw*, of the City of *York*, Clothier, do owe and stand indebted unto *Thomas Widdinrow*, of the same City, Carpenter, the Summ of Fifty Pounds, of good and lawful Money of *England*, to be paid unto the said *Thomas Widdinrow*, his Heirs, Executors, Administrators, or Assigns, in and upon the First Day of *August*, next ensuing the Date hereof, without fraud or further delay: for and in consideration of which Payment, well and truly to be made, I bind me, my Heirs, Executors, and Administrators, in the penal Summ of One hundred Pounds, of the like lawful Money, firmly by these Presents. In Witness whereof, I have hereunto set my Hand and Seal

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Seal the First Day of May, in the Year of our Lord God, 1698.

Signed, Sealed, and Delivered
in the presence of

Bonds *Long*
Ralph Shaw.

John Selim,
Will. Bendon,

Note, That the former of these Bills is not better than a Book-Debt, but the latter will in many cases hold as firm as a Bond, &c. And now, for the better ease of such that understand not the Latin, I shall set down the Form of a Bond, both Obligation and Condition, in English, which is frequently used, especially in the Countrey, and will stand good in Law.

The Obligation, &c.

K Now all Men by these Presents, That I *James Rainskor*, of the Parish of *St. Giles's in the Fields*, in the County of *Middlesex*, Gentleman, am holden and firmly do stand bound unto *John Wattin*, of *St. Martins in the Fields*, in the said County, Vintner, the Summ of One hundred Pounds, of good and lawful Money of *England*, to be paid unto the said *John Wattin*, his certain Attorney, his Executors, Administrators or Assigns whatsoever. To the which Payment well and truly to be made, I do hereby bind my self, my Heirs, Executors and Administrators, firmly by these Presents, Sealed with my Seal. Dated the Second of May, in the Tenth Year of the Reign of our Sovereign Lord, *William the Third*, King of *England*, &c. and in the Year of our Lord, 1698.

The Condition of the Obligation.


The Condition of this Obligation is such, That if the above-bounden *James Rainskor*, his Heirs, Executors, Administrators or Assigns, shall well and truly pay, or cause to be paid to the above-named *John Wattin*, his Heirs, Executors,

cutors or Administrators, the full Summ of Fifty Pounds, of good and lawful Money of England, in and upon the first Day of September next ensuing the date hereof, without fraud, or further delay, that then this present Obligation to be void and of none effect, or else to remain in full force and virtue.

Signed, Sealed, and Delivered in the presence of James Rainskor. ●

William Montal.

Richard Demnfit.

 *Note*, If you design any place of certain payment, you ought to mention it in the Condition; viz. *at, or in the Dwelling-House of the said J. J. &c.* as also you may specifie after the Summ of Money mention'd, these Words, viz. *(with lawful Interest)* if it be your Bargain to have Interest from the time the Money is lent; tho' Bonds in many cases, pay no Interest, but from the time they become due, and especially if the Bond be given for Goods or Wares.

Another short Note, acknowledging Money due for Goods received.

M *ay* the Twenty first Day, Anno, Dom. 1698, Memorandum, That I James Wallis, of the Parish of Stepny, in the County of Middlesex, Grocer, having received of William Copping, of the same Parish and County, Mariner, divers Goods and Wares, computed and agreed on between us to be of the value of Twenty two Pounds, of lawful English Money; which Summ of Twenty two Pounds, for and in consideration of the said Goods to be delivered, I promise to pay unto the said William Copping, on the Twenty second of October ensuing the date above-mention'd. In Witness whereof, I have hereunto set my Hand.

James Wallis.

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A single Bill for Money without a Penalty.

BE it known unto all Men by these Presents,
That I *Abel Drudger*, of *St. Albans*, in the County of *Hereford*, Yeoman, do owe and am indebted unto *Kaliban Hardy*, of *St. Albans*, in the said County, Husbandman, the Summ of Forty five Pounds ten Shillings and six Pence, of good and lawful Money of *England*, to be paid unto him the said *Kaliban Hardy*, his Executors, Administrators, or Assigns, at or upon the First of *August* next ensuing the Date hereof. In witness whereof I have hereunto set my Hand, the Twentieth Day of *May*, Ann. Dom. 1698.

Witness,

Abel Drudger.

William Trusty.

Note, That Bills without Penalties are rarely Sealed.

The Form of a Penal Bill single.

BE it known unto all Men by these Presents,
That I *Zacharia Donnel*, of *Derby*, in the County ty of *Derby*, Gentleman, do owe and stand indebted unto *Waradine Westrum*, of *Chester*, in the County Palatinate of *Chester*, the Summ of Twenty Pounds, of lawful Money of *England*, to be paid to the said *Waradine Westrum*, his Heirs, Executors, Administrators, or Assigns, at or upon the Twenty second Day of *September* next, ensuing the Date hereof.; which Payment well and truly to be made, I bind my self, my Heirs, Executors, and Administrators, to the said *Waradine Westrum*, his Heirs, Executors, Administrators, or Assigns, in the Penal Summ of Forty Pounds of the like Money firmly by these Presents. In Witness whereof, I set my Hand and Seal, the Third Day of *June*, in the Tenth Year of the Reigne of our Sovereign Lord, *William* the Third, King of *England*, &c. Annoq, Dom. 1698.

Signed, Sealed, and Delivered, &c.

Joshua Barrim, &c.

Zacha. Donnel.

●
And

And after this manner may you make any English Bill or Bond, including one, two, or more Parties, by inserting their Names, the Places where they live, and the Style of their writing themselves; as also changing *I* into *We*, and *My* into *Our*, &c. naming likewise the Summ of Money. And if the Obligation be made to more than one, then *His* must be changed into *Their*; all which may, without much difficulty be observed by an indifferent Scholar, by his considering what refers to the *Singular*, and what to the *Plural Number*. But before I proceed to give you the Forms of Obligations of greater moment, and such as are more in use, with their differences and distinctions, I think it not amiss, for the better understanding of such as are not very conversant therewith, to give an insight into the true meaning and intent of such Obligations.

The nature and true meaning of Bills, Bonds, &c.

A Bill, Bond, or Obligation, is that whereby one Party is bound to another by a Deed, Act, and Obligation, in writing, for a Summ of Money, or upon other accounts or occasions, as the case requires, and ought to be done voluntarily, and without compulsion, force, or violence, whereupon it is taken and accounted to be the Right of the Person who hath another Person bound to him to pay him that which he oweth him; and therefore Right is not only held to be the cause of an Obligation, but the very life and support of it; and the difference between an Obligation in *English*, and an Obligation in *Latin*, is defined by the Appellation of Bill and Bond, and the Word takes its being, or is derived from the Latin Word *Obligatio*, which again is a Word proceeding from *Obligo*, to bind, and may be made with or without a Penalty, but must not enjoin the Party obliged any thing unlawful or impossible; for if so, the Obligation of it self is void and of none effect: Nor
are

are Infants, or others under Age, and such as are Distracted, or out of their right Senses, bound to perform any Covenants in this kind, except the former, may do it in case of necessary Food, Schooling, Apparel, or the like ; as also in Marriage, and becoming Executors to another, and then too, the Males must be of the Age of Fourteen Years, and the Female of the Age of Twelve, and then they are obliged to perform and fulfil such Covenant or Obligation, and may be legally sued upon refusal, when at Age. And thus much for Instructions : From whence I proceed to the Forms of Bonds in Latin, &c.

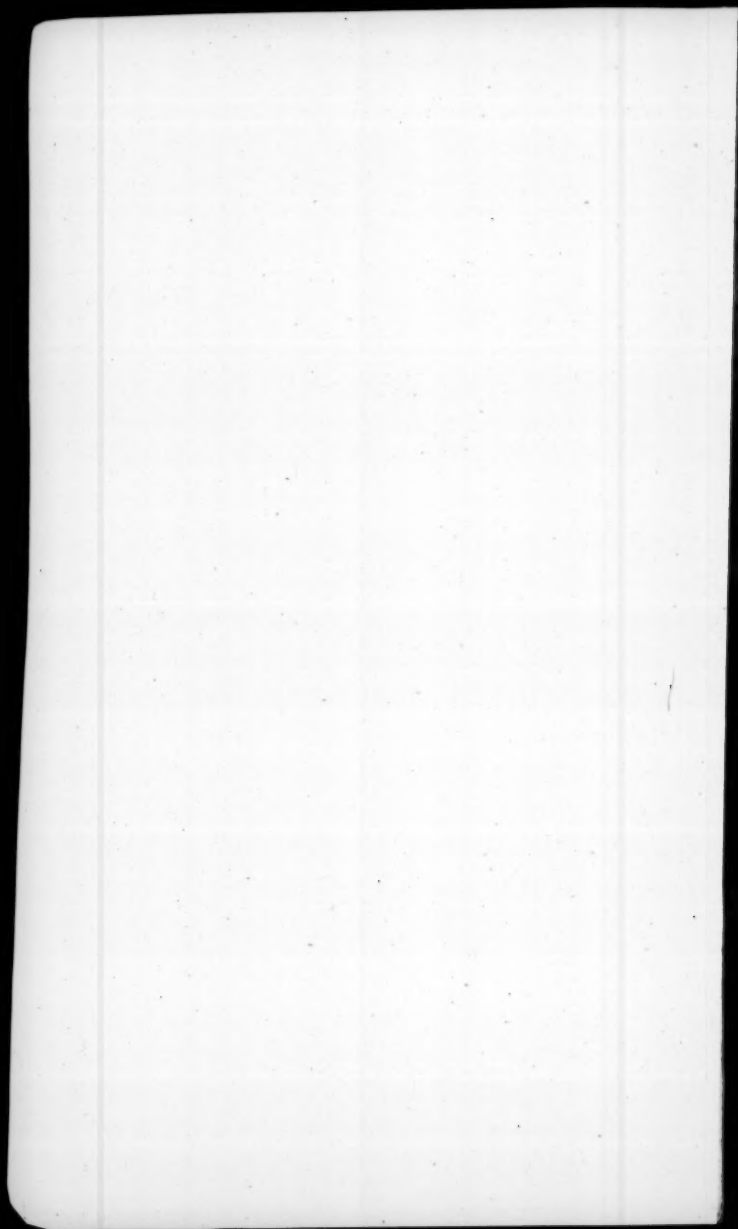
The Form of a Bond from one Party to another.

The Obligation.

NOverint Universi per præsentem me Willielmum Doron, de Parachia Sancti Ægidii in Campis, in Comitatu Middlesexia, Generosum, teneri & firmiter Obligari Francisco Melmo de Lond' Armigero, in Centum Libris bonæ & Legalis Monetæ Angliæ solvend' eidem Francisco Melmo, aut suo certo Attornato, Executoribus, Administratoribus vel Assignatis suis ; ad quam quidem solutionem bene & fideliter faciendam obligo me, Hæredes, Executores, Administratores meos, firmiter per præsentem : sigillo meo sigillat' dat, primo die Maii, Anno Regni Domini nostri Willielmi tertii, Dei Gratia, Angliæ, Scotiæ, Franciæ & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698.

The Condition.

THE Condition of this Obligation is such, That if the above-bounden William Doron, his Heirs, Executors, Administrators, or Assigns, shall well and truly pay or cause to be paid to the above-named Francis Melmo, his Heirs, Executors, or Administrators, the



the Summ of Fifty Pounds of good and lawful Money of England, in or upon the Twenty ninth Day of December next ensuing the date hereof, without fraud or further delay; then this Obligation to be void and of none effect, or else to remain in full force and virtue.

Sigillat' & Deliberat'

in præsentia

William Doron ●

John Tillet, and

Ralph Sweeting.

An Obligation from Two to One, or a Double Bond.

N Overint Universi per præsentēs nos Johannem Bardwell de Stamford, in Comitatu Lincolnia Aurisabrum, & Thomam Napperin de Lincolnia, Aromaticum, teneri & firmiter Obligari Thomæ Barnwell de Parochia Sancti Martini in Campis in Comitatu Middlesexia, in viginti Libris bonæ & Legalis Monetæ Angliæ solvend' eidem Thomæ Barnwell, aut suo certo Attornato, Executoribus, Administratoribus, vel Assignatis suis; ad quam quidem solutionem bene & fideliter faciendam obligamus nos & utrumque nostrum per se pro toto & in solido, Hæredes, Executores, Administratores nostros & utriusque nostrum firmiter per præsentēs: sigillis nostris sigillat' dat' primo die Aprilis, Anno Regni Domini nostri Willielmi Tertii, Dei Gratia Angliæ, Scotiæ, Franciæ & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Anno Dom. 1698.

The Condition.

T H E Condition of this Obligation is such, That if the above-bounden John Bardwell and Thomas Napperin, or either of them, their or either of their Heirs, Executors or Administrators, do well and truly pay or cause to be paid to Thomas Barnwell, his Heirs, Executors, Administrators or Assigns, the full Summ

G

of

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of Ten Pounds of good and lawful Money of England, on the Four and twentieth Day of August next ensuing the Date hereof, without fraud, or further delay; then this Obligation to be void, and of none effect, or else to stand in full force and virtue.

Sigillat' & Deliberat'

in præsentia

James Knowit.

William Witnes.

John Bradwell.

Tho. Napperin.

An Obligation from Three to One.

NOverint Universi per præsentes, nos Adamum Worflow, de Parochia Camberwelliæ, in Comitatu Surriæ, Generosum, Richardum Willwell de Parochia Deptford, in Comitatu Centii, Nauticum, & Franciscum Dealwell de eisdem Parochia & Comitatu, Sartorem, teneri & firmiter obligari Edvardo Lendum, de Londino Armigero, in Centum Libris bonæ & Legalis Monetæ Angliæ, solvend' eidem Edvardo Lendum, aut suo certo Attornato, Executoribus, Administratoribus suis ad quam quidem solutionem bene & fideliter faciendam obligamus nos & quemlibet nostrum per se pro toto & in solido, Hæredes, Executores & Administratores nostros & cujuslibet nostrum, firmiter per præsents, sigillis nostris sigillat' dat' duodecimo die Julii, Anno Regni Domini nostri Willielmi Tertii, Dei Gratia, Angliæ, Scotiæ, Franciæ, & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698.

The Condition.

THE Condition of this Obligation is such, That if the above bounden Adam Worflow; Richard Willwell, and Francis Dealwell; or any of them, their, or any of their Heirs, Executors, or Administrators, do well and truly pay, or cause to be paid to Edward Lendum,

Lendum, his Heirs, Executors, Administrators or Assigns, the full Summ of Fifty Pounds, of good and lawful Money of England, on the First Day of September next ensuing the date hereof, without fraud, or further delay; then this Obligation to be void, and of none effect, or else to stand in full force and Virtue.

Sigillat' & Deliberat'

in præsentia


Thomas Donello.

Timothy Welpin.

Adam Worflow.

Rich. Wilwell.

Fran. Dealwell.

 Note, That according to the latter Form, a greater Number may be included, their Names, the Parish, County, and the Style whereby they usually stile themselves, being inserted.

An Obligation from One Person to Two.


NOverint Universi per præsentēs, me Gulielmum Woodhave, de Parochia Sancti Clementis Danor' in Comitatu Middlesexia, Generosum, teneri & firmiter obligari Roberto Givingman, de Sanctæ Margaritæ. de Westmonasterio in Comitatu prædicto, & Georgio Wandolin de eisdem Parochia & Comitatu, Pistori, in Centum Libris bonæ & legalis Monetæ Angliæ solvend' eisdem Roberto Givingman, & Georgio Wandolin, seu eorum alteri vel eorum certo Attornato, Executoribus, Administratoribus, vel Assignatis eorum; ad quam quidem solutionem bene & fideliter faciendam obligo me, Hæredes, Executors, Administratores meos firmiter per præsentēs, Sigillo me Sigillat' Dat' nono die Julii, Anno Regni, Domini nostri Willielmi Tertii, Dei Gratia Angliæ, Scotiæ, Franciæ & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698.

The Condition.

THE Condition of this Obligation is such, That if the above-bounden William Woodhave do well and truly pay or cause to be paid to the above-named Robert Givingman and George Wandolin, to them or either of them, their Heirs, Executors, Administrators or Assigns, the full Summ of Fifty Pounds of good and lawful Money of England, at, or upon the Fourth Day of September next ensuing the Date hereof, without fraud or further delay; then this Obligation to be void and of none effect, or else to stand in full force and virtue.

Sigillat' & Deliberat'

in præsentia
Walter Leigh: on.
Roger Whimplin.

William Woodhave. 

An Obligation from Two Persons to Two.

NOverint Universi per præsentēs, nos Abrahamum Dandilon de Parochia Sancti Ægidii in Campis, in Comitatu Middlesexia, Generosum, & Petrum Jolycon de eisdem Parochia & Comitatu Ehippiarium, teneri & obligari Richardo Mateland de Londino, Armigero, & Samu-li Waltison de Sancti Georgii de Southwark in Comitatu Surria, Pictori, in Centum Libris bonæ & legalis Monetæ Angliæ solvend' eisdem R — — — M — — — & S — — — — W — — — — seu eorum alteri vel eorum certo Attornato, Executoribus, Administratoribus vel Assignatis suis ad quam quidem solutionem bene & fideliter faciendam obligamus nos & utrumque nostrum per se pro toto & in solido, Hæredes, Executors Administratores nostros & utriusque nostrum firmiter per præsentēs; Sigillis nostris Sigillat' Dat' primo die Novembris Anno Regni Domini nostri Gulielmi Tertii, Dei Gratia,

Gratia, Angliæ, Scotiæ, Franciæ & Hiberniæ
Regis, Fidei Defensoris, &c. Decimo, Annoq;
Dom. 1698.

The Condition.

THE Condition of this Oligation is such, That if
the above-bounden Abraham Dandilon and Peter
Jolycon, do well and truly pay, or cause to be paid
unto the above named Richard Mateland and Samuel
Waltison, to them or either of them, their Heirs,
Executors, Administrators or Assigns, the full Summ of
Fifty Pounds, at or upon the Tenth of December next
ensuing the date hereof, without fraud or further delay;
then this Obligation to be void and of none effect, or else
to stand in full force and virtue.

Sigillat' & Deliberat'

in præsentia

William Donsl.

James VVingate.

Abra Dandilon. ●

Peter Jolycon. ●

An Obligation from Two to Three.

NOverint Universi per præsentem, nos Arthu-
rum Wingole, de Parochia Stepney in Comi-
tatu Middlesexiæ, Architectum, Willielmum
Bradby, de Parochia Sanctæ Kathariinæ in
Comitatu prædict' Lychnopolam, teneri &
firmiter obligari Mauricio Bancroft de Eboraco in Comitatu Eboraci, Generoso, Matthæo
Willmore de Hull, in Comitatu Prædicto, Stan-
nario, & Marveno Dallilo de Parochia Leeds in
Comitatu eodum, Scribæ, in viginti Libris
bonæ & legalis Monete Angliæ solvend' eis-
dem Mauricio Bancroft, Matthæo Willmore,
Marveno Dallilo, vel alicui eorum, aut eo-
rum certo Attornato, Executoribus, Admini-
stratoribus, vel Assignatis suis; ad quam qui-
dem solutionem bene & fideliter faciendam
obligamus nos & utrumque nostrum per se
pro toto & in solido, Hæredes, Executores,

& Administratores nostros, & utriusque nostrum firmiter per præsentes: Sigillis nostris Sigillat' Dat' nono die Julii, Anno Regni Domini nostri Willielmi Tertii, Dei Gratia Angliæ, Scotiæ, Franciæ & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698.

The Condition.

THE Condition of this Obligation is such, That if the above-bounden Arthur Wingole and William Bradby, do well and truly pay, or cause to be paid to Maurice Bancroft, Matthew Willmore, and Marvin Dallilo, to them or either of them, their Heirs, Executors, Administrators or Assigns, the full Summ of Ten Pounds of lawful Money of England, at or upon the Twentieth Day of December next ensuing the Date hereof, without fraud or further delay; then this Obligation to be void and of none effect, or else to remain in full force and virtue.

Sigillat' & Deliberat'

in præsentia
Thomas Knowwell.
Winter Wallrom.

Arthur Wingole.
William Bradby.

An Obligation from Three to Three.

NOverint Universi per præsentes, nos Willielmum Borrower, de Parochia Sancti Martini le Grand, Londini, intra moenia Chirurgum Adrianum Wellworth de Parochia Sanctæ Mariæ Illingtonæ, in Comitatu Middlesexiæ, Laterarium, & Mosem Bonet de Sancti Ægidii in Campis, in Comitatu Middlesexiæ, Sculptorem, teneri & firmiter obligari Richardo Woodwin de Highgate, in Comitatu Middlesexiæ, Yeoman, Edvardo Balmer de Hampstead, in Comitatu prædicto, Armigero, & Willielmo Waldo de Fulham in Comitatu Surriæ, Generoso, in Centum Libris Bonæ & Legalis

Legalis Monetæ Angliæ, solvend' eisdem, Richardo Woodwin, Edvardo Balmer, & Wilhelmo Waldo, vel alicui eorum, vel eorum certo Attornato, Executoribus, Administratoribus vel Assignatis suis, ad quam quidem solutionem bene & fideliter faciendam obligamus nos & quemlibet nostrum per se pro toto & in solido, Hæredes, Executores & Administratores nostros & cujuslibet nostrum firmiter per præsentēs; Sigillis nostris, Sigillat' Dat' primo die Maii, Anno Regni Domini nostri Willelmi Tertii, Dei Gratia, Angliæ, Scotiæ, Franciæ & Hiberniæ, Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698:

The Condition.

THE Condition of this Obligation is such, That if the above-bounden William Borrower, Adrian Wellworth, and Moses Bonet, do well and truly pay, or cause to be paid to Richard Woodwin, Edward Balmer, and William Weldo, to them or either of them, their Hæirs, Executors, Administrators or Assigns, the full Summ of Fifty Pounds of lawful Money of England, at or upon the Twentieth Day of December next ensuing the Date hereof, without fraud or further delay; then this Obligation to be void and of none effect, or else to stand in full force and virtue.

Sigillat' & Deliberat'	William Borrower.	Ⓢ
in præsentia	A. Wellworth.	Ⓢ
Adam Bellinger,	Moses Bonet.	Ⓢ
Dionysius Rigden.		

And after this manner any Bonds or Obligations of this kind may be made, together with their Conditions: not only from Three to Three, but from Ten to Ten, or more, if occasion require it, by inserting their Names, the Parishes, County, Styles, and the Summ or Summs of Money in the Latin

Obligation, and consequently as much as is needful in the English Condition. But various Business requiring various Forms, or at least some Alterations, I shall proceed, for the better understanding of the young Practitioner, to set down such other Forms, as I apprehend any ways useful or convenient.

A Bond for the Payment of a Summ of Money at sundry times; in default of any of which Payments, the Penalty to be forfeited.

Noverint Universi per præsents, me Daniel Paywell de Oxonia in comitatu ejusdem Clericum, teneri & firmiter obligari Sampsoni Wilton de Londino, Generoso, in Centum Libris bonæ & legalis Monetæ Angliæ solvend' eidem Sampsoni Wilton, aut suo certo Attornato, Executoribus, Administratoribus vel Assignatis suis ad quam quidem solutionem bene & fideliter faciendam obligo me, Hæredes, Executores & Administratores, meos firmiter per præsentes: Sigillo meo Sigillat' dat decimo die Aprilis, Anno Regni Domini nostri Gulielmi Tertii Dei Gratia, Angliæ, Scotiæ, Franciæ & Hiberniæ Regis, Fidei Defensoris, &c. Decimo, Annoq; Dom. 1698.

The Condition.

THE Condition of this Obligation is such, That if the above-bounden Daniel Paywell, his Heirs, Executors, Administrators or Assigns, shall well and truly pay, or cause to be paid unto the above-named Sampson Wilton, his Heirs, Executors, Administrators or Assigns, the full Summ of Fifty Pounds of good and lawful Money of England, in manner and form following; that is to say, the Summ of Twelve Pounds ten Shillings part thereof on the 10th. Day of June next ensuing the date above named: Twelve Pounds and *ten* Shillings more of the like lawful Money, on the *Tenth*

Tenth Day of July next ensuing, part of the said Fifty Pounds; and Twelve Pounds ten Shillings on the Tenth Day of August next ensuing; and Twelve Pounds and ten Shillings, the Residue thereof, on the Third Day of October next ensuing; then this Obligation to be void, and of none effect. But if in any of the forementioned Payments default be made of any of the said several and respective Summs, or any part of any of them, on any of the said several and respective Days, or Times of Payment above-mentioned and limited, contrary to the true intent and meaning of these Presents, then so be, and remain in full force and virtue.

Sigillat', & Deliberat' in

præsentia nostrum

Daniel Paywell. ①

Wingate Lewis.

Abdelon Salmo.

Note, That in like manner the Obligation and Condition may be made to, or from Two, Three, or more Persons, according to the foregoing Forms, &c. by observing therein to change the Singular into the Plural Number, as *we* for *me*, *our* for *my*, &c. as you may find by plain Demonstration.

The Form of a Bill of Sale.

K Now all Men by these Presents, That I *William Craftmore*, of *St. Albans*, in the County of *Hertford*, Weaver, for and in consideration of the Summ of Forty Pounds, of lawful Money of *England*, to me in Hand paid by *James Morewit*, of *Reading*, in the County of *Berks*, Yeoman, wereof I do hereby acknowledge the Receipt, and my self therewith fully and entirely satisfied, have Bargain'd, Sold, Set-over and delivered, and by these Presents, in plain and open Market, according to the just and due Form of Law in that case made and provided, do Bargain, Set-over, and Deliver unto the said *James Morewit*, one Silver Tankard, weighing

sixteen Ounces; one Silver Beaker weighing Ten Ounces; one Chest of. Damask and Diaper Linen, valued at Five Pounds; a Feather-Bed, with proportional Furniture, value Five Pounds; with other Goods and Chattles, &c. to have and to hold the said Bargain'd Premisses unto the said *James Morewit*, his Executors, Administrators and Assigns, to the only proper use and behoof of him the said *James Morewit*, his Executors, Administrators and Assigns for ever: and I the said *William Craftmore*, for my self, my Executors and Administrators, the said Bargain'd Premisses, unto the said *James Morewit*, his Executors, Administrators and Assigns, against all and all manner of Persons, shall and will warrant, and for ever defend by these Presents. In Witness whereof, together with the delivery of the Bargain'd Premisses, I have hereunto set my Hand and Seal the Tenth Day of *April*, in the Tenth Year of the Reign of our Sovereign Lord *William* the Third, King of *England*, &c. and of our Lord God, 1698.


Sign'd, Sealed, and Delivered

in the presence of

William Craftmore. ●

George Trueman.

William Templer.

 *Note*, That a-part of the Goods mention'd in the Bill, must be delivered with it in the name of the rest. If it so happen, that you make over any Goods by Bill of Sale for Money, with an intent to redeem them, then must the Bill be made in the manner and form following.

K Now all Men by these Presents, That *I Timothy Nelvil*, of *Maidstone*, in the County of *Kent*, Yeoman, for and in consideration of the Summ of Forty Pounds, of good and lawful Money of *England*, to me in hand paid by *Joshua Givemoney*, of *Maldon*, in the County of *Essex*, Gentleman, whereof

I do.

I do acknowledge the Receipt, and my self therewith fully satisfied, have Bargain'd, Sold, Set-over and Deliver'd, and by these Presents, in plain and open Market, according to due Form of Law, do Bargain, Sell and Deliver unto the said *Joshua Givemoney*, One Bay Gelding Fourteen Hands high, value Ten Pounds; One Dun Mare and Colt, value Eight Pounds; Four Brown Cows, and Forty Sheep, value Thirty Pounds; with other Goods and Chattels, &c. to have and to hold the said Bargain'd Premises unto the said *Joshua Givemoney*, his Executors, Administrators and Assigns, to the only proper use and behoof of the said *Joshua Givemoney*, his Heirs, Executors, Administrators and Assigns for ever; and I the said *Timothy Nelwin*, for my self, my Executors and Administrators, the said Bargain'd Premises unto the said *Joshua Givemoney*, his Executors, Administrators and Assigns, against all and all manner of Persons, shall and will warrant, and for ever defend by these Presents. Provided, nevertheless, That if I the said *Timothy Nelwin*, my Executors, Administrators or Assigns, one or any of us, do or shall well and truly pay, or cause to be paid unto the said *Joshua Givemoney*, his Executors, Administrators or Assigns, the Summ of Forty two Pounds and Eight Shillings, on the Tenth Day of *May*, which shall be in the Year of our Lord, 1699, for the Redemption of the said Bargain'd Premises; then this present Writing or Bill of Sale to be void, or else to stand in full force and virtue. In Witness whereof, I have hereunto set my Hand and Seal, the Tenth Day of *April*, in the Tenth Year of the Reign of our Soverign Lord, *William* the Third, King of *England*, &c. and in the Year of our Lord God, 1698.

Signed, Sealed, and Delivered
in the presence of

Jacob Townley.
Barth. Rolown.

Timothy Nelwin. ①

A. Sherb.

A ſhort Release from one Party to another, in general.

K Now all Men by theſe Preſents, That I Richard Richards, of Malmsbury, in the County of Wilts, Cheeſemonger, have Remiſed, Released, and for ever quitted Claim, and by theſe Preſents, do, for me, my Heirs, Executors and Adminiſtrators, Remiſe, Release, and for ever quit Claim unto John Love, of Marleborough, in the ſaid County, Gentleman, his Heirs, Executors and Adminiſtrators. all and all manner of Actions, Cauſe and Cauſes of Actions, Suits, Bills, Bonds, Writings, Obligations, Debts, Accompts, Summ and Summs of Money, Judgments, Executions, Extents, Quarrels, Controversies, Treaſpaſſes, Damages and Demands whatſoever, both in Law and Equity, which againſt the ſaid John Love I ever had, now have, or which I, my Heirs, Executors, or Adminiſtrators, ſhall or may have, claim, challenge or demand, for or by reaſon, colour or means of any Matter, Cauſe or Thing, from the Beginning of the World, to the Day of the Date of theſe Preſents. In Witneſs whereof, I have hereunto ſet my Hand and Seal, the Twentieth Day of June, in the Tenth Year of the Reign of our Sovereign Lord, William the Third, King of England, &c. and in the Year of our Lord God, 1698.

Signed, Sealed, and Delivered

in the preſence of

Rich. Richards.

Thomas Windſor.

William Oakhampton.

A Letter of Attorney, commonly given to take Seiſin of Land, or Poſſeſſion by Proxy.

TO all Chriſtian People to whom this preſent Writing ſhall come, we George Rowe and Thomas Turk, ſend Greſting in our Lord God Everlaſting.

ing. Know ye, That we the said *George Roe*, and *Thomas York*, have made, ordained, constituted, and in our steads, on our behalfs, and in our places put and deputed, and by these Presents do make, ordain, constitute, and in our steads, on our behalfs, and in our places put and depute *James Shafston*, of *Rippon*, in the County of *York*, our true and lawful Attorney, for us, and in our Name, to take full and peaceable Possession, and Seisine of all and every part of the Messuage or Tenement, with the Land thereunto belonging, and other Appurtenances, which by Indenture bearing Date the Twelfth Day of *August*, in the Year 1686, was Granted, Bargained, Sold, Alienated, Enfeoffed, or Confirmed, or mention'd to be Granted, Enfeoffed and Confirmed unto us the said *George Roe*, and *Thomas York*, and our Heirs and Assigns, to the use of us and our Heirs, by *William Farestock*, of *Teuxbury*, in the County of *Glocester*, to take and receive to and for our own use and behoof of the said *William Farestock*, or his certain Attorney in his behalf, ratifying and confirming all and every Matter and Thing whatsoever our Attorney shall lawfully do, or cause to be done in our Names, and on our behalfs concerning the Premisses. In Witness whereof, we have hereunto set our Hands and Seals, the Twenty eighth Day of *June*, in the Tenth Year of the Reign of our Sovereign Lord, *William the Third*, King of *England*, &c. and in the Year of our Lord God, 1693.

Signed, Sealed, and Delivered
in the presence of
John Barefoot,
Ezekiel Grady.

George Roe.
Thomas York.

A Discharge

*A Discharge proper to be given upon the
Receipt of a Legacy.*

R Eceived the Twenty first Day of
May, 1698. by me *William Lamb-*
well, of *St. Saviours Southwark*, in the
County of *Surry*, of *David Yates* and
Morgan Shaw, of the said Parish and
County, Executors of *Caleb Welling* of
the Parish of *St. Olaves Southwark*, in
the County aforesaid, late deceased, the
Summ of Twenty two Pounds, Five
Shillings and six Pence, of lawful Mo-
ney of *England*, being a Legacy given
unto me the said *William Lambwell*, by
the said *Caleb Welling*, in and by his Last
Will and Testament; of which said
Summ of Twenty two Pounds, Five
Shillings and Six Pence, and all other
Debts, Duties, Summ and Summs of
Money and Demands whatsoever, I the
said *William Lambwell* do acquit and
fully discharge the said *David Yates*
and *Morgan Shaw*, their Heirs, Execu-
tors, Administrators, and every of
them, for ever, by these Presents. In
Witness whereof, I have hereunto set
my Hand and Seal, the Tenth Day of
May, Anno Dom. 1698.

l. s. d.
22 05 06

Sign'd, Sealed, and Delive-
red in the presence of
Jacob Drevit, and
William Sureman.

Will. Lambwell.

A Release

A Release to be given by a Ward to his Guardian when he comes at Age, if he has truly discharged his Trust and render'd a faithful Accompt.

TO all Christian People to whom these Presents shall come, I *George Yearly*, of the Parish of *Saltaſh*, in the County of *Cornwall*, send Greeting in our Lord Everlasting. Know ye, That I the said *George Yearly*, for ſundry good Cauſes and Conſiderations me thereunto moving, have Remiſed, Releas'd, and for ever quitted Claim unto *Timothy Featherſtone*, of *London*, Gentleman, his Heirs, Executors and Adminiſtrators, all and all manner of Action or Actions, Suits, Debts, Duties, Reckonings, Accompts and Demands whatſoever, which I the ſaid *George Yearly* had, have, or at any time hereafter may or ſhall have againſt the ſaid *Timothy Featherſtone*, his Heirs, Executors or Adminiſtrators, for and in, touching and concerning any the Rents received, Profit or Profits of any of the Mannors, Lands, Tenements, Hereditaments, or any Thing or Things appertaining, or by Right belonging to me the ſaid *George Yearly*, whether it be touching or concerning Topping, Lopping, or Wood-sales, upon or out of the ſaid Manor and Premiffes, or any of them, or for any other Matter, Cauſe or Thing whatſoever, made, committed or done, or for any Receipts or Payments, of or touching the ſaid Mannors, Premiffes, Debt or Debts due to me by Bond, Bill or otherwiſe, and for any thing or things whatſoever, done or committed on my behalf, or tending to any Matter or Thing wherein I the ſaid *George Yearly* was, am, or may be concerned during the Minority of me the ſaid *George Yearly*, or at any time ſince, until the Day of the date of theſe Preſents. In Witneſs whereof, I have hereunto ſet my Hand and Seal, the Twentieth Day of *May*, in the Tenth Year

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Year of the Reign of our Sovereign Lord, *William the Third*, King of *England*, &c. and in the Year of our Lord God, 1698.

Signed, Sealed, and Delivered

in the presence of

George Yearly. ●

Abner Dofon.

Charles Conde.

A Release in general, for Personal Actions, &c.

K Now all Men by these Presents, That I *William Peaceable*, of the Parish of *Hornsey*, in the County of *Middlesex*, Yeoman, have Remised, Released, and quitted Claim, and by these Presents do Remise, Release, and quit Claim for me, my Heirs, Executors, Administrators and Assigns, unto *Humphry Quit*, of the Parish of *Hendon*, in the County aforesaid, Victualler, his Heirs, Executors and Administrators, and every of them, their, and every of their Lands, Tenements, Goods and Chattles, all and all manner of Personal Actions, Suits, Debts, Duties, Reckonings, Accompts, Summ and Summs of Money and Personal Demand whatsoever from the Beginning of the World, to the Day of the Date hereof. In Witness whereof, I have hereunto set my Hand and Seal, the Nineteenth Day of *June*, in the Tenth Year of the Reign of our Sovereign Lord, *William the Third*, King of *England*, &c. and in the Year of our Lord, 1698.

Signed, Sealed, and Delivered

in the presence of

Will. Peaceable. ●

Jacob Trevit.

William Sureman.

A Letter of Attorney from a Husband to a Wife, upon a Voyage, &c. very useful and necessary; as also in case of a long Journey, or going into the Wars.

K Now all Men by these Presents, That I *James Topmast*, of *Rotherythke*, in the County of *Surrey*, Mariner, do hereby Assign, Ordain, Appoint, Autho-

Authorize, Constitute, and in my stead put, place, entrust, appoint and depute *Mary Topmast*, my well-beloved Wife, of the Parish and County aforesaid, to be my true and lawful Attorney, for me, and in my name, and to my own proper use, and benefit, to ask, demand and require, sue for, recover, and receive all such Debts, Dues, Duties, Summ and Summs of Money, Rent and Rents, Arrearages of Rent and Rents, yearly Payments, Merchandize, Legacies, and any Money due or to be due unto me upon Bond, Bill of Exchange, or upon any other Accompt or Accompts whatsoever, as now are, or hereafter shall become payable or belonging, or to be delivered unto me, by or from any Person or Persons whatsoever, or whereforever, and to pay Money for me, and to contract for me, demise and lett to Farm at the accustomed Rents, or more, or any of my Messuages, Lands, Tenements or Hereditaments whatsoever. And for default of payment, or delivery of any Rent or Rents, or other Summ or Summs of Money, or other Thing or Things to me due or belonging; to use all lawful ways and means for the Recovery thereof, by Action, Suit, Arrest, Bill, Plaint, Attachment, Distress, Re-entry, or otherwise, as fully and amply in every respect, as I my self might or could do, if I were personally present, and to Sue, Implead, make Answer, Prosecute and Defend in any Court or Courts of Law and Equity, and before any Judges or Justices, in any Suit, Matter or Cause, with me, for me, against me, as the Cause in any of these Cases shall require, to deal and intermeddle in all Actions, Suits, Affairs and Businesses, any ways touching and concerning me, as my Agent or Factor, or otherwise; giving and granting, by these Presents, unto my said Attorney, full, sole and lawful Authority in the Execution of all and singular the Premises, and to sub.

substitute and appoint one or more Attorney or Attorneys in any of the Premises, and the same again at her pleasure to revoke, and to make and give any Acquittance, Release or Discharge upon the Recovery or Receipt of any Debt, Debts, Summ or Summs of Money, Rent or Rents, or other Thing or Things whatsoever, as the Matter or Cause shall require; and generally to say, do, execute, compound, conclude, agree, determine, and finish all and every other Act or Acts, thing or things whatsoever, which in or about the Premises shall be requisite or needful to be had, made or done; and that in as large and ample manner, and as fully and effectually in and to all intents and purposes, as I my self might, ought or could do, if I were present in my own Person, ratifying, allowing and confirming for firm, effectual and irrevocable, all and singular, and whatsoever my said Attorney shall do or cause to be done in and about the Premises, by virtue of these Presents. In Witness whereof, I have hereunto set my Hand and Seal, the Tenth Day of *May*, in the Eighth Year of the Reign of our Sovereign Lord, *William III.* King of *England*, &c. and in the Year of our Lord God, 1698.

Sign'd, Seal'd, and Delivered
in the presence of

James Topmast. ●

Robert Saveall.

John Spendall.

The Form of a Lease of Ejectment, to Eject a Person out of Possession of Land, House, &c.

THIS Indenture, made, &c. witnesseth, That the said *Tolinson Charvil*, for good Considerations him thereunto moving, hath Leased, Set-over unto, Farmed, Let, and by these Presents doth Lease, Set-over, Farm and Let unto the said *Roger Weakland*, all that Messuage, Tenement, &c. to have and to hold the said, &c. unto the said *Roger Weak-*

Weakland, his Executors, Administrators and Assigns, from the Feast of, &c. for and during the term of, &c. from thence next ensuing, to be fully compleated and ended, yielding and paying in consideration thereof yearly, the Rent of one Barley Corn at the Feast of &c. only, if the same be demanded. Provided always, That if the said *Tolinson Charvil*, his Executors, Administrators or Assigns, do or shall at any time hereafter pay or tender, or cause to be paid or tender'd unto the said *Roger Weakland*, his Executors, Administrators or Assigns, or any other Person or Persons, to his or their use, the Summ of one Shilling of lawful Money of *England*, to the intent to make void this present Indenture, That then and at all times from thenceforth, this present Indenture, and the Lease made hereby, shall cease, determine, and be void; any thing herein before contained to the contrary notwithstanding. In witness whereof, and for the true performance of all things and matters written and contained in this Indenture, he the said *Tolinson Charvil* hath set his Hand and Seal, the Tenth Day of *May*, in the Tenth Year of the Reign of our Sovereign Lord, *William* the Third, King of *England*, &c. and in the Year of our Lord God, 1698. Sign'd, Seal'd, and Delivered

in the presence of

Tolinson Charvil. ●

Jacob Trevit.

William Sureman.

✍ Note, The &c's are left for the Date of the Lease, the Name of the Land or House, together with the Situation thereof, Time of Paying, Acknowledgement, and the Time of the term of holding, if not before revoked.

A Warrant of Attorney, to confess Judgment in the Court of Common-Pleas, or Common-Bench.

TO *William Man, Thomas Dury, Peter Gox, and Adam Lane*, Gentlemen, Attorneys of His Majesty's Court of *Common-Bench* at *Westminster*, or to any

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any one of them, or any other Attorney of the said Court. These are to require and authorize you, or any of you, to appear for me *William Seemlow*, of *Dover*, in the County of *Kent*, Mariner, in the said Court, at the Suit of *Robert Richmond*, of *London*, Merchant, in *Trinity Term* next ensuing, and confess a Judgment against me to the said *Robert Richmond*, for the Summ of Fifty Pounds debt. together with the costs of Suit by *Nil dicit, non sum Informatus*, or otherwise; and for your or any of. your so doing, this shall be your sufficient Warrant. Witness my Hand and Seal this Twenty fourth day of *June*, in the Tenth Year of the Reign of our Sovereign Lord King *William III.* by the Grace of God, &c. and of our Lord God, 1698.

William Seemlow

This Form will serve likewise for the Court of *King's Bench*, by changing the Name, and appointing proper Attorneys, viz. such as are of that Court to appear, &c.

A Bond of Arbitration, to stand to an Award with an Umpire.

NOverint Universi per præsentes me Abrahamum Walderbank, de Civitate Gloucestriz in Comitatu Gloucestriz, Armigerum, teneri & firmiter obligari Jacobo Setwell Londini, Generoso, in centum Libris bonæ & legalis Monetæ Angliæ solvend' eidem Jacobo Setwell, aut suo certo Attornato, Executoribus, Administrato-ribus vel Assignatis suis; ad quam quidem solutionem bene & fideliter faciendam obligo me, Hæredes, Executores, & Administratores meos firmiter per præsentes. Sigillo meo sigillar' dat' primo die Julii Anno Regni Domini nostri Guilielmi Tertii, Dei Gratia, Angliæ, Scotiæ, Franciæ & Hiberniæ Regis, Fidei Defensoris, &c. Decimo, Annoq; Domini, 1698.

The

The Condition.

THE Condition of this Obligation is such, That if the above-bounden Abraham Walderbank, his Heirs, Executors and Administrators, and every of them, do and shall, for his and their parts and behalfs, stand to, obey, abide, observe, and in and by all things well and truly perform the Award, Arbitrament, Determination, Final End and Judgment of Charles Mattra-ver of Westminster, Gentleman, and William Dolwell of York, Yeoman, Arbitrators in, and indifferently chosen, elected and named by the said Abraham Walderbank, as on the part and behalf of the above-named James Setwel, to award, arbitrate, order, judge, determine and final end to make of, for, upon and concerning all and all manner of Actions and Causes of Actions, Suits, Debts, Strifes, Accompts, Rackonings, Summ and Summs of Money, Trespases, Differences, Quarrels, Bills, Bonds, Specialties, Judgments, Extents, or any other matter, thing or demand whatsoever, had, made, removed, risen or depending. Provided al-ways the said Award, Arbitrament, Order, Determination, Final End and Judgment of the said Arbitrators, for or upon the Premisses, be made and given up in Writing indented under their Hands and Seals ready to be deliver'd unto the said Parties, on or before the Twentieth Day of August next ensuing the Date above-mention'd; then this Obligation to be void, and of none effect, or else to stand, be, and remain in full force and virtue.

Sigillat' & Deliberat'

in præsentia

Abra. Walderbank. ●

Thomas Davis.

Benj. Canwell.

Note, In this case there must be two Bonds interchangeably from one Party to the other; and if an Umpire be required, he must be mention'd in the latter end of the Condition, or in a Writing of Award apart, bearing the same date. and signifying the

the same Matter, the Form of which, for brevity's sake, I have willingly omitted ; as also the Latin part or Obligation to some Forms I shall hereafter set down, by reason they are, for the most part, the same in nature and quality that I have already set down, and may be put together at the Discretion of the Writer.

The Condition of a Counter-Bond to save harmless, from one Party to another, &c. Before which you may place any Latin Obligation that expressees no more Parties, Observing the Names, Places, Summs, &c. be coherent.

THe Condition of this Obligation is such, That whereas the above-named *John Rowe*, at the special interest and request of *Richard Woodby*, and for his only Debt, Duty, Matter and Cause, together with him the said *Richard Woodby*, of *St. Albans*, in the County of *Hertford*, Gent. is held and firmly bound unto *Joseph Gowin*, of *London*, Grocer, in and by one Obligation, bearing date exactly with these Presents in the Penal Summ of One hundred Pounds of lawful Money of *England*, Conditioned for the true and just Payment of Fifty Pounds of like lawful Money, unto the said *Joseph Gowin*, his Executors, Administrators or Assigns, on the 12th. Day of *August* next ensuing the date of the recited Obligation, as by the said Obligation and the Condition thereof, relation being thereunto had, doth and may more at large appear. If therefore the said *Richard Woodby*, his Heirs, Executors or Administrators, or any of them, shall and do well and truly pay, or cause to be paid unto the said *Joseph Gowin*, his Executors, Administrators or Assigns, the Summ of Fifty Pounds of lawful Money of *England*, the said Twelfth Day next ensuing the Date of the said Obligation before-mentioned, in discharge of the said Obligation ; then this present Obligation to be void
and

and of none effect, or else to stand good, and remain in full force and virtue.

Sigillat' & Deliberat'

in presentia

Rich. Woodby. ●

George Trueman.

William Templar.

*The Condition of a Bond to perform Covenants,
specified in a Lease or Indenture, &c.*

THE Condition of this Obligation is such, That if the above bounden *William Simms*, his Heirs, Executors, Administrators, they, or any of them, shall and do, for his and their parts, in all things, well and truly observe, perform, fulfil, accomplish, pay and keep all and singular the Covenants, Grants, Articles, Clauses, Proviso's, Payments, Conditions and Agreements whatsoever, which on his and their parts and behalfs are or ought to be observ'd, perform'd, fulfill'd, accomplish'd, paid and kept, compriz'd and mention'd in a pair of Indentures, bearing date even with these Presents, made or expressed to be made between the said *William Simms* of the one part, and the above-named *Robert Daram* of the other part, and that in and by all things, according to the contents, purposes, true intent and meaning of the same Indenture, without fraud or coven.; then this present Obligation to be void and of none effect, or else to be and remain in full force and virtue.

Sigillat' & Deliberat'

in presentia

William Simms. ●

Adam Geuging.

*A Condition to perform Covenants in Articles
of Agreement, &c.*

THE Condition of this Obligation is such, That if the above-bounden *Peter Witenough*, his Heirs, Executors and Administrators, they and every

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every of them, shall and do for his and their parts, in all and every thing or things well and truly observe, perform, fulfil, accomplish, pay and keep all and singular the Covenants, Grants, Articles, Clauses, Proviso's, Payments, Conditions and Agreements whatsoever, which on his and their parts and behalfs are, or ought to be observed, performed, fulfilled, accomplished, paid and kept, comprized and mention'd in certain Articles of Agreement, indented and bearing even date with these Presents, made or expressed to be made between the said *Peter Witenough* of the one part, and the above-named *James Gryby* of the other part, and that in and by all things, according to the Contents, purposes, true intent and meaning of the said Articles, without fraud or coven; then this present Obligation to be void, or else to be and remain in full force and virtue.

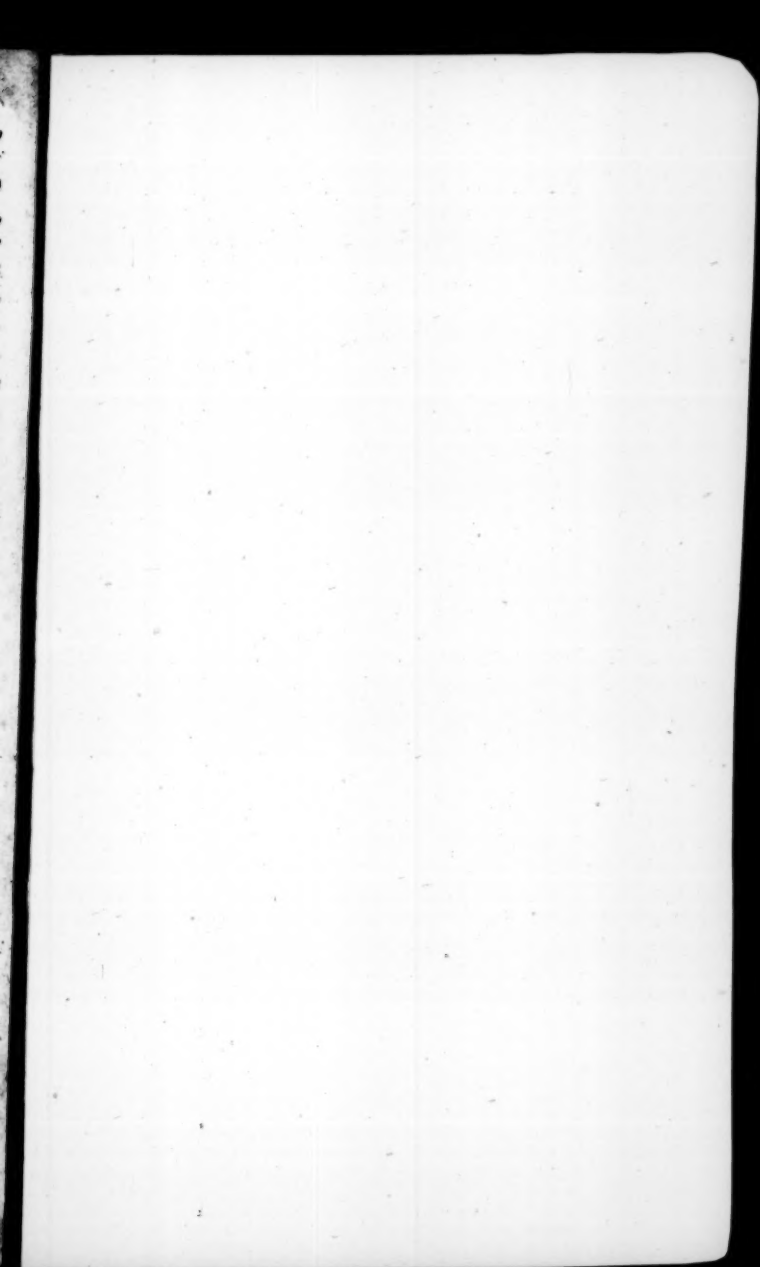
Sigillat' & Deliberat'

in presentia
Abel Crow.

Peter Witenough. ●


The Names of Men and Women Alphabetically placed and digested in English and Latin; together with a Demonstration of their Uses in the Nominative, Accusative and Dative Cases, Singular, &c.

IN Consideration that the Christian Names of Men and Women are frequently used in Latin Obligations, &c. I have thought it altogether convenient to give an Alphabetical Account of them, in order as they stand, or ought to stand in Obligations, expressed in the English Names, and in





in the Latin *Nominative*, *Accusative* and *Dative Cases Singular*, as you will observe in the following Pages. And further,

 *Note*, That the *Accusative Case* is always taken or used for the obliged, or Person borrowing Money, or obliged upon any other Account; and *Dative* for the Obliger, or Party that lends Money, or to whom the Obligated is, upon any other Occasion, bound or obliged. As thus,

Noverint Universi per presentes, me Abrahamum Willwell, de Parochia Sancti Egidii in Campis in Comitatu Middlesexie, Generosum, teneri & firmiter obligari Adamo Marvin de Civitat. Lond' Propole, in Triginta Libris, &c.

This Method being observed as to the Names, &c. holds throughout any Obligation mention'd, &c. Wherefore for the Ease of the Unlearn'd. the Names are stated as they ought to stand in any Writing.

Engl. Names, Nom. Case f. Accu. Case f. Dat. Case f.

Abraham	<i>Abrahamus</i>	<i>Abrahamum</i>	<i>Abrahamo</i>
Adam	<i>Adamus</i>	<i>Adamum</i>	<i>Adamo</i>
Aaron	<i>Aaron</i>	<i>Aaronem</i>	<i>Aaroni</i>
Abfolom	<i>Absolon</i>	<i>Absolonem</i>	<i>Absoloni</i>
Abel	<i>Abel</i>	<i>Abelē</i>	<i>Abeli</i>
Albert	<i>Albertus</i>	<i>Albertum</i>	<i>Alberto</i>
Alexander	<i>Alexander</i>	<i>Alexandrum</i>	<i>Alexandro</i>
Algernon	<i>Algernon</i>	<i>Algernon</i>	<i>Algernon</i>
Ambrose	<i>Ambrosius</i>	<i>Ambrosium</i>	<i>Ambrosio</i>
Andrew	<i>Andreas</i>	<i>Andream</i>	<i>Andree</i>
Amos	<i>Amos</i>	<i>Amos</i>	<i>Amos</i>
Ananias	<i>Ananias</i>	<i>Ananiam</i>	<i>Ananie</i>
Anthony	<i>Antonius</i>	<i>Antonium</i>	<i>Antonio</i>
Arthur	<i>Arthurus</i>	<i>Arthurum</i>	<i>Arthurō</i>
Archebald	<i>Archebaldus</i>	<i>Archebaldum</i>	<i>Archebaldo</i>
Azariah	<i>Azarias</i>	<i>Azariam</i>	<i>Azarie</i>

B

Benjamin	Benjaminus	Benjaminum	Benjaminio
Barnaby	Barnabius	Barnabium	Barnabio
Bernard	Bernardus	Bernardum	Bernardo
Benet	Benedictus	Benedictum	Benedictio
Bryan	Brianus	Brianum	Briano
Bartholomew	Bartholomæus	Bartholomæum	Bartholomæo
Baldwin	Baldewinus	Baldewinum	Baldewino
Baptist	Baptista	Baptistan	Baptistæ

C

Charles	Carolus	Carolum	Carolo
Christopher	Christopherus	Christopherum	Christophero
Cæsar	Cæsar	Cæsarem	Cæsari
Caleb	Caleb	Caleb	Caleb
Clement	Clemens	Clementem	Clementi
Constantine	Constantinus	Constantinum	Constantino
Cornelius	Cornelius	Cornelium	Cornelio

D

David	David	Davidem	Davidi
Dennis	Dionysius	Dionysium	Dionysio
Daniel	Daniel	Danielem	Danieli
Demetrius	Demetrius	Demetrium	Demetrio

E

Emanuel	Emanuel	Emanuelem	Emanuelli
Edmund	Edmundus	Edmundum	Edmundo
Edward	Edvardus	Edvardum	Edvarado
Elisha	Elisha	Elisham	Elishæ
Ephraim	Ephraimus	Ephraimum	Ephraimo
Evan	Evanus	Evanum	Evano
Edwin	Edwinus	Edwinum	Edwino
Erasmus	Erasmus	Erasnum	Erasmo
Ezekiel	Ezekiel	Ezekielem	Ezekieli
Eustace	Eustathius	Eustathium	Eustathio
Everard	Everardus	Everardum	Everardo
Eleazer	Eleazer	Eleazerem	Eleazeri
Eliab	Elias	Eliam	Eliæ

Francis

